

# 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)  
Ginger Hain (Vice Chair)  
Stuart Bass  
R. Michael Blackburn  
Gregory Wheeler  
Don McGowan  
Marty Prevost  
Tommy Thomas  
Barbara Thomas

### **Regular Meeting of the Planning Board**

**Town Hall, 9 South Main Street, Waynesville, NC 28786**  
**Monday, June 20, 2022, 5:30 PM**

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#### **A. CALL TO ORDER**

1. Welcome/Calendar/Announcements:
2. Adoption of Minutes
  - March 21, 2022 Regular Meeting Minutes as presented (or as amended)
  - May 16, 2022 Regular Meeting as presented (or as amended)

#### **B. BUSINESS**

1. Public Hearing to consider a staff initiated text amendment related to driveway standards (section 9.8.3 of the Land Development Standards)
2. Report and Discussion on Cottage Development and Conservation Subdivisions.
3. Report and Discussion on LDS Roadway Standards.

#### **C. PUBLIC COMMENT/CALL ON THE AUDIENCE**

#### **D. ADJOURN**



# TOWN OF WAYNESVILLE Planning Board

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Susan Teas Smith (Chairman)  
Ginger Hain (Vice)  
Gregory Wheeler  
Stuart Bass  
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Tommy Thomas  
Barbara Christian Thomas

Development Services  
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## MINUTES OF THE TOWN OF WAYNESVILLE PLANNING BOARD Regular Called Meeting Town Hall – 9 South Main St., Waynesville, NC 28786 March 21, 2022

THE WAYNESVILLE PLANNING BOARD held a Regular Called Meeting March 21, 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:

Ginger Hain (Vice Chairman)  
Gregory Wheeler  
Marty Prevost  
Tommy Thomas  
Don McGowan  
Michael Blackburn  
Barbara Christian Thomas

The following Board members were absent:

Stuart Bass  
Susan Teas Smith (Chairman)

The following staff members were present:

Elizabeth Teague, Development Services Director  
Byron Hickox, Land Use Administrator  
Olga Grooman, Planner  
Esther Coulter, Administrative Assistant  
Jeff Sines, Public Services Director  
Kathy Johnson, Deputy Clerk  
Ron Sneed, Attorney

The following media were present:

Becky Johnson, The Mountaineer

Cory Vaillancourt, Smoky Mountain News

Vice Chairman Ginger Hain called the meeting to order at 5:30 pm and welcomed everyone and announced a special called meeting on April 4 at 5:30pm to continue work on recommendations from the Subdivision Subcommittee and discuss changes to the zoning code related to the subdivision ordinance.

Ms. Teague announced the subcommittee (Don McGowan, Michael Blackburn, Ginger Hain, and Susan Teas Smith.) would hold a March 28<sup>th</sup> meeting at 10:00am.

## 2. Adoption of Minutes

Vice Chairman Hain asked the Board to review the February 21, 2022, minutes.

*A Motion was made by Board Member Marty Prevost and seconded by Board Member Gregory Wheeler to approve the minutes of the February 21, 2022 Planning Board meeting as presented (or amended). The motion carried unanimously.*

## B. BUSINESS

Vice Chairman Hain asked if any of the board members needed to recuse themselves from the hearing. Board member Gregory Wheeler asked to be recused from the hearing. Ms. Hain read the protocols for the administrative proceedings and explained public comment sheets were to be filled out by anyone that wishes to speak. She opened the public hearing at 5:44pm and invited Town Planner Olga Grooman to begin her presentation.

### 1. Public Hearing on a major site plan review for a 60-unit apartment development on 7.1 acres at Preservation Way (PINs 8615-56-3155 and 8615-55-0946)

Ms. Grooman went over the staff report and explained the application was for a sixty-unit multifamily development on two unaddressed lots on seven acres. The proposed project would include two apartment building, a dog park, two community pavilions, and a green area for recreation. The developer plans to limit the buildable and disturbed area to four acres, which is 43.6 percent of the site.

Ms. Grooman went over the map with the board and explained the project is bordered by Belleview Road and residential properties off Preservation Way, East Street, Ginkgo Lane, and Park Drive. There is a platted right-of-way off Hillside Road that will be used as the main entrance. She explained the proposed project is a multifamily development of eight or more units and since the adoption of 160-D and the state mandated amendments to the Land Development Standards (LDS) a public hearing is required.

The proposed project plan has been reviewed by Town of Waynesville staff; Public Safety, Building Inspections, Zoning, and Public Works staff. The applicant submitted an updated set of plans on March 2, 2022. Public notices include site posting on March 4, 2022, The Mountaineer on March 9, 2022, and March 16, 2022, and first-class letters were sent to adjacent property owners on March 4, 2022. On March 8, 2022, a neighborhood meeting was held by the applicant in the Pigeon Community Center.

Planning Board Minutes

March 21, 2022

Ms. Grooman explained the properties are in East Waynesville Urban Residential District (EW-UR) and has a permitted density of 16 units per acre. The developer proposes 8.5 units per acre and is consistent with the Future Land Use Map and the Towns current zoning and is also consistent with goal two by encouraging new housing within Waynesville city limits and promoting diverse housing. In the LDS a multi-family dwelling is defined as a “building or portion thereof containing three or more dwelling units on a single lot where each unit has separate entrances from the outside or through a common vestibule.” Multifamily dwellings are permitted in the EW-UR at a density of 16 units per acre. The project proposes sixty units on 7.1 acres.

Ms. Grooman went through each of the LDS requirements for the EW-UR Zoning District and explained the proposed project complies with all applicable requirements of the ordinance; zoning and dimensional, building design guidelines, civic space, landscape, parking and driveways, environmental standards. The proposed plan has infrastructure required by the ordinance and would need building height clarified in feet.

Mr. Jake Libaire with Quartz Properties introduced himself and thanked the Board for hearing both applications. He complimented Ms. Teague and staff for their professionalism. He explained they were small residential developer, and he gave brief background on the company and past projects. They are trying to add housing stock to benefit locals. He clarified that the secondary entrance to Preservation Way was not required by the fire code and they are leaving it up to the neighbors if they want that entrance. It would be an emergency access with a gate and only emergency vehicles, landlord and neighbors will be the only ones with access. It can be removed from the plan if the neighbors do not want it. Additionally, another survey will be done to clarify from the site to hillside. The easement that connects the site to east street was originally on a 1961 plat designated for sewer and stormwater runoff will not be used for sewer but may be used for stormwater discharge.

Ms. Hain opened the meeting to public Comment and called the first speaker.

Janet Clark presented the board with handouts and spoke on behalf of herself, Paul Cunningham, and Mr. Henry Kidder. She said the Town has a Wastewater capacity issue that directly affects the viability of Preservation Way as well as planning the future of the Town of Waynesville. The treatment plant is fifty-seven years old and has capacity issues. The town of Waynesville must follow a special order of consent per the division of water resources. She explained that at eighty percent capacity a municipality must file for a special order of consent because they were at eighty-percent capacity. At ninety percent the municipality must start construction. We are now at the eighty percent. New flow cannot exceed 155,000 per day. The term length for that 155,000 gal per day (gpd) is for four years. Out of the gpd, 117,000 has already been approved for development. Preservation Way and Allison acres adds another 29,400 gpd. She pointed out if there was in infrastructure need there would be no capacity left. She expressed her concern on storm water drainage and she spoke on tax dollars being used for fines.

Board member Don McGowan requested to hear from the Town on some of these issues. Ms. Teague said with the projects that have not been built yet, Town is still under the 155,000 gallons that is allowed. As of right now all the projected development over the next four years is within the SOC allotment. There will be a time where we will have to put the brakes on all development. There was extended discussion between Board members and staff on the water usage of the development.

Ms. Juanita Shay, 299 Belle View Road said her property was directly underneath the proposed development. She has lived in the area for 16 years during which time she has had sewage back up in her basement five time costing two hundred dollars each time. She said they have replaced all the pipe from the basement to the road and the contractor showed that nothing was wrong with the original pipes. After all the pipes have been replaced, the sewer backed up again. We called the Town and they responded quickly. They dug up part of the road on Belle View and replaced some sewer pipes. We were hoping the sewer issue had been alleviated until last night. She presented the Board with photos of sewage flowing down the street today. She expressed concern of the capacity of the sewer lines in her neighborhood and their ability to handle the new development.

Ms. Kim Polson, 184 Park Drive, spoke on drainage issues and said the drains were not cleared over capacity and cannot hold any more water. The overflow comes across the street and flows into the yard. She has spent over five thousand dollars landscaping trying to divert the water. She feels the drains are not being maintained. She must constantly call Town staff to clean drains. She said we are over capacity, but the street division and water drainage have failed us.

Mr. Scott Cason, 421 Park Drive, spoke for several neighbors and was given 10 minutes to speak by Vice Chairman Hain. He said Elizabeth Teague and inspection department staff have been great to work with. He and his wife came to Waynesville in 2019. He gave history as to how they came to live in Waynesville and said he was representing many of his neighbors. He is very familiar with neighborhoods feeling like they cannot be heard. He and his wife sent out a survey to neighbor. He spoke on the impact the development would have on the surrounding neighbors and the increase in traffic and how the development would be a negative impact. Pedestrian safety with increased traffic and questioned if sidewalks were going to be put in. He answered questions from the Board on sidewalks and his depreciation table.

Ms. Sheila Cason, 421 Park Drive, spoke for several neighbors. She provided maps and went over them with the Board. She read from an agreement letter from the Malenas and the Massie's on lot 27 and 28 on the right of way that ended at lot 27. Meaning they have no access to park side drive. This has not been discussed with the town. Ms. Cason answered questions from the Board.

Mr. Bob Clark spoke of his concern of the intentions of the developer and questioned if the developer was going to rent or sell it. He expressed his concerns of the impact the development would have on water and sewer system, increased traffic, and pedestrian safety. Mr. Jake Libaire and attorney Bob Ellis spoke on some of the concerns that were mentioned.

Mr. Patrick Bradshaw with civil design concepts spoke on the issue of the water and sewer capacity and stormwater concerns.

Ms. Teague answered questions from the Board and explained Town staff has been working with McGill and Associates and with the state to look at larger projects they are staying under the allotted amount. The Board was presented with a spreadsheet of the approved projects since January of 2021 and said that with all the approved projects and the two current projects are still under the limited amount of sewer capacity. She confirmed with the Board that they received the memo from Public Works director confirming the Town had capacity for these developments. Ms. Hain invited Public Works director Jeff Stines to come

forward to speak. Mr. Stines spoke on the fines that were mentioned earlier and explained the fines were not on capacity issues but were on inflow and infiltration issues which was in relation to heavy rainfall.

Ms. Hain addressed the citizens, and explained her new neighbors were eighty-four units two doors down. She is losing all her trees. She said she understands, and she doesn't like it, but the role of the Board is to take the book and compare the application of the Town and the state. The state of NC has put new policies and procedures on local Planning Boards, and we must go by the book. She stated her appreciation for the citizens coming in to speak and encouraged them to stay involved.

Ms. Hain closed the public hearing at 7:34 pm. There was much discussion between Board members, Attorney Ron Sneed, and Panner Olga Grooman. Attorney Ron Sneed reminded the Board this is an administrative hearing.

***A motion was made by Board Member Tommy Thomas, seconded by Michael Blackburn to approve the major site plan review for a 60-unit apartment development on 7.1 acres at Preservation Way (PINs 8615-56-3155 and 8615-55-0946). The motion carried unanimously.***

Ms. Hain dismissed at 7:48 pm for a break. The meeting reconvened at 7:56 pm.

2. Public hearing on conditional district zoning amendment for a 59-unit townhome development on 7.71 acres at Allison Acres Drive (PINs 8615-88-1632, 8615-88-3837, 8615-88-1854) and off East Street (PIN 8615-88-4442)

Vice Chairman Hain opened the hearing at 7:56 and read the protocols and rules of conduct for the conditional district zoning amendment Hearing and gave instructions for any of the public that wished to speak. She invited land Use Administrator Byron Hickox to come forward. Mr. Hickox gave the staff report in its entirety and explained this was a conditional district application for Allison Acres Townhome Development located at eighteen and ninety-seven Allison Acre Drive. This is fifty-nine two-family townhome units on 7.7 acres with twenty-four structures. The technical review committee reviewed the plans for this project on January 26, 2022, and revised plans along with the application was submitted on March 2, 2022. Notices were mailed to surrounding property owners and notice of public hearing was posted in the Mountaineer. The developers held a public meeting at the Pigeon Street Center on March 9, 2022.

The developer is proposing to reduce the lot dimensions and setbacks by allowing lot lines to run down party walls and extend behind and in front of each unit, providing a small private yard for the residents. The proposed lot sizes, lot widths, and setbacks will be less than allowed by LDS. LDS Section 2.4.1 3(a), 3(c), 4(a) would not apply. The proposed road network and associated off-street parking are designed to provide adequate and safe access for residents, fire, and EMS. Instead of independent driveways and garages it will be more like cottage-style subdivisions with clustered parking in front of the units. Vehicles will enter parking spaces in a forward motion and leave by reversing. Requiring vehicles to back into the right-of way. Mr. Hickox went over the map with the Board and explained the property is in the EW-UR and RC-NR districts and the proposed project follows all LDS standards for both districts.

Mr. Hickox entered the following attachments on behalf of the Town:

- o Application for Conditional District

- Authorization for Agent to Appear Before Planning Board and Board of Alderman
- Letter of Owner Authorization
- Quit Claim Deed for Four Subject Properties
- Project Narrative from Quartz Properties
- Wastewater Letter from McGill Associates
- Water, Sewer, and Electric Availability Letter from Jeff Stines, Public Services Director
- Environmental Survey prepared by Civil Design Concepts
- Site Development Plans for Allison Acres
- Notice of Public Hearing mailed to property owners within 500 feet of subject properties
- List of mailing labels for property owners within 500 feet of subject properties
- Photographs of public notification signs posted on subject properties
- Land Development Standards (By Reference)

There was much discussion and Mr. Hickox answered questions Board members had on parking and there was expressed concern on residents backing out into traffic.

Ms. Hain invited the developer to come forward. Jake Libaire with Quartz Properties said the aim was to reduce roadways and create more common open space. He spoke on previous development and explained they were trying to create something for people that are looking for something different. Homeowners that would not want to be mowing all the time. He said although they haven't been able to speak with Mr. Howell, who has a barn in the northeast corner and his concerns of access to his barn. He answered questions from the Board.

Mr. Matt Sprouse introduced himself and said he was one of the partners of Sitework Studios and the planner for the project and the previous project. He said there was a revised plan showing all the trees. It was determined to make the number of trees a condition of the motion. There was discussion on bike racks, and it was determined the bike racks were compliant.

Ms. Hain opened the meeting to public comment and invited the first speaker. Ms. Tina Price owner of IAS at 21 Allison Acres that adjoins the project voiced concern of erosion and if there will be a privacy fence between her property and the development. Ms. Hain explained there were no buffer requirement, and the silt fence is a building requirement. Mr. Hickox said that since they are disturbing more than an acre, an erosion and sedimentation control permit from the State of North Carolina would be required. Ms. Price expressed concern over sidewalks and traffic and how it will affect her driveway.

Mr. Jason Rogers, 28 Counsel Place said by talking about conditions before we even thought about adopting it is forethinking and just going to put conditions on the adopted anyway. He said this could also be considered spot zoning. He spoke on the parking lots, parking spaces and the concern of backing out into traffic. He stated Conditional Districting doesn't have to have conditions and approved now, it can just fail and walk away, and they can meet the ordinance as written.

Ms. Barbara Norris, 384 East Marshall Street went over the map and expressed her concern on how the development will affect the neighboring property owners. There was discussion as the developer and staff went over the map and answered questions.

Mr. Warren Gresham, Overbrook Drive questioned if the developer had met with street department on making sidewalks or speedbumps. He spoke on the traffic issues on Broadview and feels the development will cause increased in traffic.

Ms. Charlotte Rogers, 28 Counsel Place read from the Mountaineer written by her grandfather eighty-two years ago. She feels our small town has fallen victim to big development being forced into incompatible spaces and she feels the citizens voices are not being heard. She questioned how many more long-term rental residents will be sacrificed to greed.

Ms. Christine Kavanagh, 657 East Street spoke on the development and the impact of the people that live on East Street. She spoke on the already dangerous traffic on East Street with the blind entry ways. The developments can't be stopped but she recommended something be done about the traffic to slow them down.

Mr. Mark Howell, 118 Stovall Street went over the map showing where his land is located and explained he was not opposing the development. He said there was a right-of-way into his property and said that was the only way into the property. He spoke at length on the property line and the right-of-way and said the water line could not be hindered in any way. He said the developer was proposing to move the right-of-way. He proposed that the developer come up with a different plan for the parking and said the right-of-way must stay the same. He stated he was not agreeing to any changes. Mr. Libaire said he would consult with legal counsel and if that is the case and we cannot move the right-of-way, we will abide by the easement.

Mr. Kris Vankalor, 63 Taylor Avenue asked the Board what would the development look like if this request was not approved? How may units would they realistically be able to build in a fashion that would be consistent with the vision of the development. There was much discussion between the Board, staff, and the developer on how many families could fit on the 7.6 acres.

Mr. Dave McHenry, 334 Allison Street expressed his appreciation for the chance to speak. He asked the Board to give due consideration to traffic calming. He wants a nice neighborhood and is concerned with the traffic.

Ms. Kimberly Turner Mathis, 376 Sunnyside Road spoke emotionally about all the development and questioned how much more development can be put in. She feels like the citizens have no voice. She spoke on water issued and traffic issues and the impact the development will have on the Town. She feels our area is being targeted by the developers. Schools are overcrowded, where are we going to put all these people. Ms. Hain said 160-D has tied the Boards hands, North Carolina is pro-development.

Ms. Becky Johnson, 55 Flint Street stated she did not have an opinion on this project and stated you say "your hands are tied" that you cannot do anything but pass what you see in front of you if it meets or doesn't meet the requirements. She questioned "is this true" she asked if they could ask the Town Board to put a Moratorium on multi-family developments and examine should these belong in every neighborhood in Waynesville. Do we want multi-family in every single neighborhood or is there some neighborhoods where multi-family neighborhoods aren't suitable?



Chairman Hain closed the public hearing at 9:30 pm. There was discussion between Board members, Attorney Ron Sneed, and Mr. Hickox on conditional zoning. Chairman Hain reopened the public hearing at 9:35 pm to speak to the developer. Chairman Hain closed the public hearing at 9:36 pm.

*A motion was made by Vice Chairman Ginger Hain, seconded by Michael Blackburn to adopt a consistency statement indicating that the proposed conditional district is reasonable and consistent with the 2035 Comprehensive Land Plan with Goal one to continue to promote smart growth principles in land use planning and zoning. Create walkable and attractive neighborhoods and commercial centers. Encourage infill, mixed-use, and context-sensitive development. And Goal two, create a range of housing opportunities and choices. Encourage new housing inside Waynesville’s district and ETJ. And to promote a diverse housing stock including market-rate, workforce housing, and affordable options that appeal to a variety of households. (Marty Prevost – Yes) (Barbara Thomas-Yes) (Ginger Hain-Yes) (Michael Blackburn-Yes) (Gregory Wheeler- No) (Tommy Thomas-No) (Don McGowan-No).*

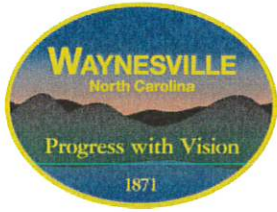
**C. ADJOURN**

Chairman Hain adjourned the meeting at 10:01 pm

*For reference a transcript of the entire March 21,2022 Planning Board Meeting was created by Michelle Baker and was approved by the Planning Board at the May 16, 2022, Planning Board Meeting.*

\_\_\_\_\_  
Ginger Hain, Vice Chairman

\_\_\_\_\_  
Kathy Johnson, Deputy Clerk



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## MINUTES OF THE TOWN OF WAYNESVILLE PLANNING BOARD

### Special Called Meeting

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

May 16, 2022

THE WAYNESVILLE PLANNING BOARD held a Special Called Meeting May 16, 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)
- Barbara Christian Thomas
- Michael Blackburn
- Marty Prevost
- Tommy Thomas
- Stuart Bass
- Don McGowan

The following members were absent:

- Ginger Hain (Vice Chairman)
- Gregory Wheeler

The following staff members were present:

- Elizabeth Teague, Development Services Director
- Byron Hickox, Land Use Administrator
- Olga Grooman, Planner
- Sam Cullen, Code Enforcement
- Kathy Johnson, Deputy Clerk
- Anna Stearns, Attorney

The following Media were present:

- Becky Johnson, The Mountaineer

Planning Board Minutes

May 16, 2022

Chairman Susan Teas Smith called the meeting to order at 5:30 pm and welcomed everyone and read through the protocols and rules of conduct for each of the hearings and explained that neither of the types of hearings would require the swearing in of witnesses. She asked for anyone interested in speaking to fill out a public request form.

## 2. Adoption of Minutes

Chairman Smith explained there were three sets of minutes to adopt and asked Ms. Teague to speak. Ms. Teague announced there would not be a public hearing for 110 Summit Street as the applicant has withdrawn their application for rezoning. Ron Sneed is on vacation and Ms. Stearns is here in his place. Staff has provided a meeting transcript of the meeting on March 21<sup>st</sup> but did not have time to prepare a full set of minutes. She recommended the Board review the transcript and explained the minutes would be available in the next meeting.

*A motion was made by Board member Marty Prevost, seconded by Don McGowan to accept March 21, 2022, Regular Meeting Transcripts as presented. Chairman Susan Teas Smith and Board member Stuart Bass abstained from the vote.*

*A motion was made by Board member Don McGowan, seconded by Barbara Thomas to adopt the record of decision of Planning Board on Preservation Way from March 21, 2022, as presented (or as amended). Chairman Susan Teas Smith and Board member Stuart Bass abstained from the vote.*

*A motion was made by Board Member Don McGowan, seconded by Stuart Bass to approve the April 11, 2022, Special called Meeting minutes as presented (or as amended). Chairman Susan Teas Smith and Board Members Barbara Thomas and Michael Blackburn abstained from the vote.*

## B. BUSINESS

### 1. Public Hearing on a zoning map amendment request at 134 Belle Mead Drive (PIN 8605-81-6159).

Chairman Smith invited Sam Cullen, Code Enforcement for Town of Waynesville to come forward to present the staff report. Mr. Cullen read through the staff report and explained that Mr. Travis Dustin Smith has applied to the town to rezone the parcel at 134 Belle Meade Drive from Hazelwood Urban Residential to Hazelwood Business District. Mr. Smith took down one of the two houses that used to occupy the lot, and uses that lot for parking in association with Triangle Automotive which is his business that is across the street in Hazelwood Business District. Mr. Smith appealed the staff decision and went before the Zoning Board where the ZBA upheld the staff decision.

The property is surrounded by single-family dwellings and a small pre-existing produce stand that does not generate noise, odor, or vibration, that might be considered detrimental to a residential setting. The neighborhood was zoned residential going back to the 1977 Hazelwood zoning map

and the intent was for the lot to stay residential. Rezoning would extend Hazelwood Business District in a way that is not contiguous with the H-BD.

Mr. Cullen entered the following attachments on behalf of the Town:

- Map of the parcel and surrounding properties
- Map of parcel and surrounding properties with zoning overlay
- Hazelwood's zoning map of 1977 showing parcel as residential
- Pictures of the property from various angles
- Order of findings of the Zoning Board of Adjustments
- Notice of public hearing
- Application for Land development Standards Map Amendment

There was much discussion between Board members as Mr. Cullen answered questions on the aerial map and clarified that Staff would not recommend the rezoning of this property.

Chairman Smith invited Mr. Smith to speak. Travis Dustin Smith introduced himself and stated his address as 85 Mississippi Avenue and is the owner of Triangle Automotive and owns the lot in question. He said the house that he tore down on the property in 2015 was beyond repair and he bought the property to have a place to park cars for his business and store excess vehicles. He said there is a small section that is residential, and he feels if he parks cars there it would not affect anyone. He explained the building has been there since 1978 it belonged to his grandfather and now belongs to him.

Board Members expressed their concern on rezoning and the problems it could cause in the future. Chairman Smith noted that rezoning the property would allow all of the uses permitted in the central business district.

Chairman Smith asked if there was anyone that would like to make public comment on the rezoning issue. No one came forward.

***A motion was made by Board Member Don McGowan, seconded by Board member Marty Prevost to close the public hearing on a zoning map amendment request at 134 Belle Mead Drive (PIN 8605-81-6159) at 5:56 pm. The motion carried unanimously.***

***A motion was made by Board member Don McGowan, seconded by Board Member Michael Blackburn to reopen the public hearing on a zoning map amendment request at 134 Belle Mead Drive (PIN 8605-81-6159) at 5:56 pm. The motion carried unanimously.***

Wanda Brooks came forward and stated she lives at 63 North Hill Street and would like to speak. She grew up in Hazelwood and owns property there and said Mr. Smith has a fence up and she did not notice the cars because there were so many other bad places in that area. She does not feel it would hurt the neighborhood and she recommended the Board go look at the property.

***A motion was made by Board Member Michael Blackburn, seconded by Board member Tommy Thomas to close the public hearing on a zoning map amendment request at 134 Belle Mead Drive (PIN 8605-81-6159) at 5:57 pm. The motion carried unanimously.***

Chairman Smith thanked Ms. Brooks for coming forward to speak and explained the concerns of the Board on the potential negative impact to the residents.

***A motion was made by Board Member Tommy Thomas, seconded by Board Member Don McGowan to reject the zoning map amendment request at 134 Belle Mead Drive (PIN 8605-81-6159) on the basis it is a single-family residential area, and we believe it is important to maintain that and not do a rezoning of this parcel at this time. The motion carried unanimously.***

2. Public Hearing on a major site amendment for a Special Use Permit for Shining Rock Academy at 2150 Russ Avenue (PIN 8616-48-1211).

***A motion was made by Board member Barbara Thomas, seconded by Board Member Michael Blackburn to open the Public Hearing at 5:59 pm on a major site amendment for a Special Use Permit for Shining Rock Academy at 2150 Russ Avenue (PIN 8616-48-1211). The motion carried unanimously.***

Chairman Smith invited Town Planner Olga Grooman to present the staff report. Ms. Grooman went over the staff report in its entirety and explained this is a hearing to review substantial changes to an already approved plan. Tate Architecture for the Shinning Rock Classical Academy is seeking to increase impervious surface by adding two additional parking lots and expanding one existing parking lot. This would add 112 more parking spaces bringing the total to 167. This number includes three new handicapped parking spots, there would be a total of nine handicapped spots available. Adding 6 new bicycle spots bringing the total to nine. The applicant is also seeking a new vehicular access point to an existing street, road, thoroughfare not previously designated for access by adding a new emergency vehicle access off Jule Noland Drive, as required by Fire Code due to an increased occupancy load. The applicant also proposes a three-story building expansion instead of the originally proposed two story which is not considered a substantial change because schools belong to civic/industrial use type.

Ms. Grooman stated the applicant would need to show that the current stormwater control Measures can handle the increased amount of runoff or provide additional mitigation measures. The new secondary road access will need to be restricted for emergency personnel only and provide an approved Knox box key lock system for this access and provide FDC Knox box caps for the existing FDC connection at Russ Avenue and ensure all keys work.

Ms. Grooman entered the following Attachments:

- Signed Order for Special Use Permit 2020
- Administrative Modifications and Substantial Changes LDS 15.2.5
- Application Materials: memo, Agent Authorization Form, payment
- Phase 1 site plan
- New Phase II site plan

- Building elevations
- Maps of the property
- Public Notices

Chairman Smith invited the developers to speak. Mr. Neil Tate and Mr. George Genaro came forward and said they were there to answer any questions the Board may have. Board Member Barbara Thomas asked the developer to clarify why the extra parking was needed. The developer clarified the parking would be for student drivers, staff, and special events. The Board stated concerns of the traffic increase to Russ Avenue. Board Members asked if the student population was not increasing why would the parking need to be increased. There was much discussion between Board members, developers, Attorney Stearns, and Staff as they reviewed the maps.

Chairman Smith asked for public comment. Mick Noland explained he had a residence at 29 Russ Avenue that is located approximately two hundred feet from the Shining Rock Academy. He said his driveway entrance has been compromised by traffic on Russ Avenue. He thanked the Board for allowing him to comment on this issue and spoke of previous meetings where he has spoken on the traffic issue. The original traffic study was conducted on 858 students, has the traffic proposal changed because of the new addition? If so, maybe the traffic study needs to be revisited. He expressed his concern of all the traffic the school will create on an already busy major roadway and does affect the livability of the area. He asked the Planning Board and the Town of Waynesville to consider advocating to DOT for the project U-61-59 which is on the books to start construction in 2028 to fix this problem. He asked for verification that student and vehicles was in conformity with the phase 1 traffic study that was done.

Ms. Smith asked staff if there was a possibility of putting signs up stating, “Do not Block Driveway”. Ms. Teague explained that would be an allowable traffic signs for DOT to place on their right-of-way. Since the school has opened DOT has done a study for a traffic light. There was extended discussion between the developer, Board members, and Mr. Noland on the traffic situation.

***A motion was made by Board Member Don McGowan, seconded by Board Member Tommy Thomas to close the public hearing at 6:40 pm on a major site amendment for a Special Use Permit for Shining Rock Academy at 2150 Russ Avenue (PIN 8616-48-1211). The motion carried unanimously.***

***A motion was made by Chairman Susan Teas Smith, seconded by Board member Michael Blackburn to approve the major site amendment for a Special Use Permit for Shining Rock Academy at 2150 Russ Avenue (PIN 8616-48-1211) with the conditions the applicant submit proof that the stormwater control measures can treat the new volume of runoff and that they comply with the requirements of the NC Building and Fire Codes. The motion carried unanimously.***

3. Continuation of Public Hearing from April 11 on draft text amendments related to major subdivision: Chapter 8.4 Buffer Yards; Chapter 15.9.2 Major Subdivisions.

***A motion was made by Board Member Don McGowan, seconded by Board Member Stuart Bass to open the Public Hearing at 6:42 pm from April 11, 2022, on draft text amendments related to major subdivisions: Chapter 8.4 Buffer Yards; Chapter 15.9.2 Major Subdivisions. The motion carried unanimously.***

Chairman Smith invited Ms. Teague to present the staff report. Ms. Teague read through the staff report and explained this was a continuation of a hearing from April 11, 2022, on a text amendment regarding recommendations to divide major subdivisions into tiers. The revised ordinance proposes additional buffer requirements for larger subdivision and updates references to other relative parts of the LDS. The purpose of the proposed changes is to promote attractive neighborhoods, encourage context-sensitive development and create a range of housing opportunities and choices. The recommended text amendment changes are as follows:

*Buffer yards (8.4). Buffer yards are planting areas located parallel to the side and rear lot lines. The purpose and intent of buffer yard requirements are to preserve landscape and provide a buffer as a mitigation measure for potential development impacts. They are designed to separate incompatible adjacent uses, or to provide privacy and protection against potential adverse impacts of an adjoining use or zoning district.*

Ms. Teague explained this would require subdivisions with thirty lots or more to have buffer yards.

*Required Buffer yards (8.4.1) (B). Additional Buffer Yard Requirements: A type B Buffer Yard is required along the side and rear lot lines, not including road frontage, of new major subdivisions of 31 or more units and special use permits in all districts except where the above table has a stricter requirement or as part of a conservation subdivision.*

*Administrative Modifications and Substantial Changes to (15.2.5) (D). Substantial changes. Any substantial change to a Master plan or Plat (for major site plans and major subdivision) as noted below shall be reviewed by the Planning Board. Any substantial change to a Conditional District as noted below shall be reviewed by the Planning Board; the Planning Board will issue a written recommendation to the Board of Aldermen who will then approve or deny an amended Conditional District.*

- *An increase in impervious surface*
- *A change in land use of development type beyond that permitted by the approved Master Plan or Plat.*
- *The introduction of a new vehicular access point to an existing street, road or thoroughfare not previously designated for access.*
- *Change the density: when there is an increase in the total number of residential dwelling units originally authorized by the approved Master Plan or Plat.*
- *An increase of the total floor area of a commercial or industrial classification by more than ten percent beyond the total floor area*
- *Any decrease in the setbacks greater than ten percent from the originally approved Master Plan or plat.*

*Major Subdivisions (15.9.2) The major subdivision review process is required for those divisions of land into eight or more lots, or which require dedication of public utilities and/or public streets.*

*There are four tiers of Major Subdivisions. Tier 1, 0-14 lots, administrative process. Tier 2, 15-30 lots, administrative process. Tier 3, 31-60 lots, Special Use Permit. Tier 4, 61 lots or more, Special Use Permit.*

*(A) Process Types: Major Subdivisions are Administrative unless an application is made to acquire additional density which requires a Special Use Permit in accordance with Section 2.4.1 Major Subdivisions which create 31 or more new lots as part of a unified or phased plan shall also require a Special Use Permit.*

*Preliminary Plats for Major Subdivisions (15.9.3) (A) Process Type: Administrative or Special Use Permit (see LDS Section 15.10). (I) Substantial Changes: create reference (see section 15.2.5)*

Ms. Teague went over the text amendment and answered questions from the Board and that explained Special Use Permits would require a Quasi-Judicial Hearing, giving the Board power to put conditions on new development to mitigate some of the impacts. She went over Buffer yard requirements and how the changes may affect Major Subdivisions.

Board Member Michael Blackburn stated he had two concerns that he has also voiced in the Subcommittee meeting on the Board. His concern is that returning to Quasi-Judicial Hearing procedures has not yet been discussed with developers. He is concerned the extra cost will go to the consumer and not the developer.

Board Member Stuart Bass expressed his concern with requiring a Special Use Permit on a Residential Subdivision. He indicated that in other jurisdictions subdivisions are done administratively, and that quasi-judicial proceedings can complicate development which is otherwise compliant with town standards.

Board Member Don McGowan stated the subcommittee has brought forth a host of changes including neighborhood meetings, civic space, and buffers. He stated that updating the ordinances would make growth smarter and better. He feels there what is being proposed is a compromise by requiring Quasi-Judicial Hearings for larger subdivisions. This gives the Board the ability to propose conditions on development.

There was much discussion between Board members and Staff on the proposed changes. Chairman Smith asked for public comment. Mr. Dan Schultz, 256 Woodland drive came forward to speak. Mr. Schultz stated his support of a Buffer zone but does not feel a ten-foot buffer zone is enough. Mr. Schultz spoke favorably regarding the Planning Board's efforts to promote civic space. He said that he is on the Parks and Recreation Commission and wants to work with the Planning Board as part of new development to promote parks and recreation space.

***A motion was made by Chairman Susan Teas Smith, seconded by Board Member Don McGowan to approve the draft text amendments, and find that it is consistent with the Towns 2035 Comprehensive Land Use Plan by creating walkable and attractive neighborhoods. Encourage in-fill, mix use, and context-sensitive development. Promote conservation design to preserve important natural resources. Reinforce the unique character of Waynesville. Creates***



*a range of housing opportunities and choices. Protects and Enhances Waynesville's Natural Resources. (6-1) With Board Member Michael Blackburn in opposition.*

*A motion was made by Board Member Barbara Thomas, seconded by Don McGowan to close the Public Hearing at 7:30 pm from April 11, 2022, on draft text amendments related to major subdivisions: Chapter 8.4 Buffer Yards; Chapter 15.9.2 Major Subdivisions. The motion carried unanimously.*

4. Report from the Subdivision Subcommittee on Cottage Development and Conservation Subdivisions.

It was determined to reschedule this topic to the next scheduled meeting.

5. Recommendations from Citizens Groups and discussion.

Chairman Smith indicated that the Planning Board had received a packet of information from a group of citizens that is in the agenda packet. The letter is from "Concerned Citizens of Waynesville" and states that all large-scale projects and subdivisions should be Quasi-Judicial, and that they wanted to reduce density across the board in all zoning districts. Chairman Smith assured the citizens that the Board was working not only in front of them during meetings and public hearings, but for the last six months has been working behind the scenes to up date ordinances and improve procedures. She reviewed a list of things the Planning Board has brought forward to the Board of Alderman, and which have been adopted. She also went over the list of projects that are still in process. She thanked Town staff for all the time being spent on these projects and she hopes that everyone appreciates the Planning Board volunteers. She thanked the citizens for their input.

### C. PUBLIC COMMENT/CALL ON THE AUDIENCE

Chairman Smith opened the meeting to public comment. Sherri Morgan came forward and expressed appreciation for the time the Board has spent on their suggestions. She recommended using the electric bill to reach citizens to find out the consensus on issues. She said there was a lot of development coming to east street and spoke on the traffic impact. She also spoke on the sewer capacity of the town and expressed concern that new development will have impacts on the older neighborhoods. She feels there are lots of unanswered questions and the citizens were on pins and needles worrying about it.

Mr. Scott Cason, 421 Park Drive spoke about a presentation he had gave to the Board of Alderman and said he would like to point out the TIA does not have anything to do with pedestrian safety. He said one of his biggest objections to the project on Preservation Way is the lack of sidewalks and the impact of increased traffic.

Ms. Wanda Brooks, 63 North Hill Street, asked if there was a possibility of limiting the Preservation Way project to two stories so it would not be so intrusive. She expressed that she

would not want to live beside an apartment building because she wouldn't know who was coming and going.

**D. ADJOURN**

*A motion was made by Don McGowan, seconded by Michael Blackburn to adjourn the meeting at 7:46 pm. The motion carried unanimously.*

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Susan Teas Smith, Chairman

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Kathy Johnson, Deputy Clerk

## Planning Board Staff Report

Subject: Land Development Standards (LDS) text amendments regarding driveway standards  
 Ordinance Section: Section 9.8.3 of LDS  
 Applicant: Staff initiated text amendment; Development Services Department  
 Meeting Date: June 20, 2022

### Background

Driveway standards are crucial for stormwater management, appropriate sidewalk connectivity, traffic flow, and quality of the road material. Frequently, a driveway is the first thing you see as you approach a house, and a properly built driveway adds to an aesthetic value of the neighborhood. Development Services and Public Services Departments worked together to revise the Driveway Permit form, its fee, and develop an adequate inspection procedure to ensure that all new and rebuilt driveways comply with the ordinance requirements. In the process, the staff identified several improvements to the driveway standards that they would like to address.

First, staff believes it is reasonable to up date the minimum driveway spacing requirements. The current minimum spacing of 50 ft (measured from inside edge to inside edge of a driveway) within the Town's more urbanized residential districts is hard to achieve because the minimum lot width is only 50 feet within the Medium Density, Neighborhood Residential and Urban Residential Districts. These are the districts with the highest residential density and closely built driveways along residential streets are reasonable there. Notably, driveways being close together are common in these districts within already established neighborhoods. In other districts, the amendments adds references to NCDOT policy and AASHTO standards which may apply depending on the adjacent roadway.

The second change request is to allow an Administrator (Public Services Director or his designee) to approve alternative materials for a driveway apron section. *See Exhibit 1*. Currently, the only allowable material is concrete. With an abundance of high-quality materials, the staff finds this amendment reasonable, and it will provide the contractors with flexibility without compromising quality.

Other changes relate to fire safety. There was a clarification needed to distinguish between joint driveways (shared driveway entrances that serve two abutting properties), and shared driveways which serve multiple dwelling units. Additionally, fire code officials have been concerned with shared driveways which are longer than 150 feet and which do not include a fire hydrant. The recommended text amendment addresses these fire safety concerns and sets limits on length and the number of dwelling structures served by a shared driveway. These guidelines were written in coordination with JMTeague's recommendations on street classifications so that shared driveways that exceed these guidelines should be designed to the standard of an alley or lane.

Finally, the proposed revisions allow the public services department more flexibility in the driveway permitting process to enforce or be more flexible in design requirements dependent on the context of the driveway itself.

These changes are part of an effort to formalize the town's driveway permit process, and are congruent with updates to the Town's driveway permit form and fee schedule.

## Staff Recommended Text Changes

The proposed text amendments will apply to both residential and commercial driveways.

The proposed changes to the current Land Development Standards are in red as attached.

## Consistency with the 2035 Comprehensive Land Use Plan

Staff submits that the proposed text amendments to the LDS are consistent with the goals # 1, 3, and 6 of the 2035 Comprehensive Plan:

Goal 1: Continue to promote smart growth principles in land use planning and zoning.

- Create walkable and attractive neighborhoods and commercial centers.
- Encourage infill, mixed-use and context sensitive development.

Goal 3: Protect and enhance Waynesville's natural resources.

- Protect and enhance water quality and forests.

Goal 6: Create an attractive, safe, and multi-modal transportation system.

- Provide an interconnected transportation network of roadways, greenways, freight mobility, bicycle routes and sidewalks that improves safety and strategic access for all users.

## Attachments

1. Proposed Text Amendment
2. Consistency Statement Worksheet
3. Driveway Sections Images

## Recommended Motions

1. Motion to find the recommended changes to the Land Development Standards as attached (or amended) as being consistent with the 2035 Land Use Plan and reasonable and in the public interest.
2. Motion to recommend staff initiated text amendment as attached (or as amended) to the Board of Aldermen.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING THE TEXT OF THE  
TOWN OF WAYNESVILLE LAND DEVELOPMENT STANDARDS**

**WHEREAS**, the Town of Waynesville has the authority, pursuant to Article 7 of Chapter 160D of the North Carolina General Statutes, to adopt land development regulations, clarify such regulations, and may amend said regulations from time to time in the interest of the public health, safety, and welfare; and

**WHEREAS**, the Town of Waynesville Planning Board has reviewed the proposed text amendments to the Driveway Standards, Section 9.8.3 of the Land Development Standards (LDS) and recommends that they are consistent with the 2035 Comprehensive Plan and that they are reasonable and in the public interest because they support the following goals:

Goal 1: Continue to promote smart growth principles in land use planning and zoning.

- Create walkable and attractive neighborhoods and commercial centers.
- Encourage infill, mixed-use and context sensitive development.

Goal 3: Protect and enhance Waynesville’s natural resources.

- Protect and enhance water quality and forests.

Goal 6: Create an attractive, safe, and multi-modal transportation system.

- Provide an interconnected transportation network of roadways, greenways, freight mobility, bicycle routes and sidewalks that improves safety and strategic access for all users.

**WHEREAS**, the Planning Board has reviewed and recommends the proposed text amendments for enactment by the Board of Aldermen; and

**WHEREAS**, the Board of Aldermen find this Ordinance is consistent with the Town’s 2035 Comprehensive Plan and that it is reasonable and in the public interest to “make decisions about resources and land use in accordance with North Carolina General Statutes.” and

**WHEREAS**, after notice duly given, a public hearing was held on June 20, 2022 at the regularly scheduled meeting of the Waynesville Planning Board, and on \_\_\_\_\_, 2022 at the regularly scheduled meeting of the Board of Aldermen;

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF WAYNESVILLE, MEETING IN REGULAR SESSION ON \_\_\_\_\_ AND WITH A MAJORITY OF THE BOARD MEMBERS VOTING IN THE AFFIRMATIVE, THE FOLLOWING:**

That the Land Development Standards be amended as follows:

1. Amend Section 9.8.1 Purpose and Applicability as follows:

- A. The standards contained in this section are designed to ensure that access to development in the Town of Waynesville does not impair the function of the adjacent roadways or public safety.
- B. All proposed vehicular access points connecting to a public or private street shall conform to the provisions of this section as well as to the driveway ~~separation standards established for the particular land development district in which a property is located.~~ construction standards of the Town.
- C. Driveways should be designed for their intended use and traffic, located for safety, and consistent with their context with respect to sidewalks, drainage, landscape, and other characteristics of the roadway to which they connect.

2. Replace Section 9.8.3 Driveway Standards as follows (re-organizing sections into “general,” “Residential,” and “commercial” guidelines:

**A. General Guidelines:**

1. The width, in feet, of a driveway approach shall be within the minimum and maximum limits as specified below, ~~excluding detached, single-family residential properties from the minimum width standard.~~ Required driveway width pertains to the measurement at the sidewalk. At other points in the driveway the width may vary.
2. *Any driveway access to a state-maintained roadway shall comply with NCDOT’s “Policy on Street and Driveway Access to North Carolina Highways.”*
3. Driveway approaches must cross the sidewalk area at the sidewalk grade established by the ~~Administrator and to accommodate ADA compliance in accordance with the driveway permit.~~
4. All driveway approaches shall be a concrete apron section (“ramp” type), except that street type driveway entrances may be required ~~to developments that have parking spaces for two hundred (200) or more vehicles when required~~ by the Administrator for large parking lots and along high volume roadways.
5. All concrete aprons shall be installed to the right-of-way line or at least ten (10) feet from the edge of the traveled way and built to the specifications of the Administrator. ~~Apron section materials other than concrete must be determined appropriate and approved by the Administrator.~~
6. Driveway access to state highways shall not be permitted for parking or loading areas that require backing maneuvers onto the public street right of way. Driveway access to town-maintained streets for non-residential and multi-family developments shall not be permitted for parking or loading areas that require backing maneuvers onto a public street right-of-way.
7. Where feasible, road access for corner lots shall be provided to the street or road with the lowest traffic volume.

8. Driveways shall not interfere with municipal facilities such as street lights, traffic signal poles, signs, fire hydrants, crosswalks, drainage structures or other necessary street structures.

#### **B. Residential Driveways**

1. Driveways serving single family and duplex residences should have a minimum width of 10 feet and shall not exceed a maximum width of 18 feet.
2. The minimum distance between the front wall or garage door of a residential dwelling to the back of sidewalk along the driveway length shall be at least 25 feet to permit vehicular parking without blocking the sidewalk.
3. Joint Use or Shared Driveways are encouraged. Driveways serving adjacent residential properties shall have easement agreements between owners, and shall not serve more than three single-family or duplex structures. Rights of Way serving more than 3 structures should comply with LDS Chapter 6 Infrastructure Standards.
4. A shared driveway that serves 3 or fewer dwelling unit structures shall be managed to provide emergency access and fire protection and shall conform to the following:
  - Right-of-way width: *Minimum* 18 feet.
  - Surface Widths: Minimum 12 feet for driveways less than 150' in length; and a minimum of 14 feet in width if driveway length exceeds 150 ft.
  - May be paved, gravel, or natural compacted surface.
  - Parking for units served by the shared driveway must be provided outside of the shared driveway right-of-way so that access to structures is not blocked.
  - Shared driveways do not require curbs, pedestrian connections or landscaping, but must be designed for stormwater management and safety as approved through the driveway permit.
  - Length: *Maximum* 150 ft. unless a hydrant and turn-around are provided.
  - Only 3 dwelling unit structures (single family or duplex) may be served off of a single shared driveway accessing a public street. Shared driveways may be converted to alleys, lanes, or other roadway types and uses with approval of the Administrator and Fire Code Official.

#### **C. Non-residential and multi-family driveways**

1. Driveway Widths:
  - a. One-way drives shall have a minimum width of 12 feet and shall not exceed a maximum width of 18 feet.
  - b. Two-way drives shall have a minimum width of 18 feet and shall not exceed a maximum width of 24 feet.
  - c. Commercial driveways shall have a radius of 20 to 50 feet, or per engineering judgment based on the adjacent roadway.
- a. All driveways shall have an internal stem length of 25 feet or greater unless otherwise approved by the administrator.

- b. Two-way drives serving a major site plan containing a multi-family development shall have a minimum paved width of 20' and shall include a sidewalk or other pedestrian connection.
- c. Driveways entering industrial property may be up to 36 feet in width with the approval of the Administrator.

2. Joint Use Driveway: Wherever feasible, the Administrator shall require the establishment of a joint use driveway serving two (2) abutting **non-residential** properties. When a property is developed before an abutting property is developed, the site shall be designed to ensure that its driveway and circulation may be modified to create a joint use driveway and interconnected parking with ~~the~~ abutting **properties at a later date, or to connect to a shared driveway for the purpose of access management.**

B.

#### D. Driveway Spacing:

1. Access separation between driveways shall be measured from inside edge to inside edge of driveways. Access separation between a driveway and intersecting street shall be measured from the nearest edge of the driveway to the intersection right-of-way lines.
2. **Residential** Driveways shall be spaced from other drives and from intersecting streets as set forth for the land development district in which the property is located.
3. **Non-Residential and multi-family driveways shall be spaced from other driveways and from intersecting streets in accordance with the chart below, or per AASHTO's "A Policy on Geometric Design of Highways and Streets," at the determination of the Administrator. All driveways shall be located as far from signalized intersections as feasible.**
4. The use of alleys to access the rear of properties is strongly encouraged. ~~therefore,~~ A minimum separation of ten (10) feet between adjacent property lines and the alley intersection is required. A forty (40) feet separation is required between alleys and the intersection of streets.
5. As determined by the Administrator, engineering judgment shall override the required dimensions set forth in district standards if warranted by
  - **pre-existing environmental conditions (such as a rock outcrop, steep slope, stream or protected area),**
  - **Recommendations of a Traffic Impact Analysis,**
  - **Low traffic volumes on adjacent streets,**
  - **Cumulative impact of adjacent land uses, and**
  - **Safety of vehicles and pedestrian users.**



## 5. Driveway Minimum Spacing Chart

District Category	Applicable Districts	Driveway Spacing (Min)
Residential—Low Density (RL)	CC-RL, EN-RL, FC-RL, HT-RL	40 ft. (75 ft. between driveways and streets)
Residential—Medium Density (RM)	CP-RM, D-RM, HM-RM, SW-RM	<del>50 ft. (75 ft. between driveways and streets)</del> No minimum.
Neighborhood Residential (UR)	AC-NR, LL-NR, MS-NR, N-NR, PS-NR, PC-NR, RC-NR, SS-NR, WS-NR	<del>50 ft. (75 ft. between driveways and streets)</del> No minimum.
Urban Residential (UR)	EW-UR, H-UR, HM-UR	<del>50 ft. (75 ft. between driveways and streets)</del> No minimum.
Neighborhood Center (NC)	PS-NC, RC-NC, NM-BD	100 ft. ( <del>100 ft. between driveways and streets</del> ) or as determined by AASHTO Standards or NCDOT permit.
Business District (BD)	CBD, SM-BD, H-BD	<del>100</del> 50 ft. ( <del>100 ft. between driveways and streets</del> ) or as determined by AASHTO Standards or NCDOT permit.
Regional Center (RC)	RA-RC, DJ-RC, NC-RC	150 ft. (250 ft. between driveways and streets) or as determined by AASHTO Standards or NCDOT permit.
Commercial Industrial (CI)	CI	50 ft. (150 ft. between driveways and streets) or as determined by AASHTO Standards or NCDOT permit.

### E. Sight Visibility Triangle: (...)

#### 3. Amend 17.4 Definitions, General as follows:

**Driveway.** A private vehicular access connecting a dwelling, carport, garage, parking area or other buildings with a street. A driveway is not a road, street, boulevard highway or parkway.

**Driveway Approach.** The improved area between the roadway of a public street and private property intended to provide access for motor vehicles to a well-defined area on private property.

**Driveway, Joint:** A joint-use driveway serving two (2) abutting properties.

**Driveway, Shared.** A shared driveway with the similar characteristics as a street that serves 3 or fewer dwelling structures (single family or duplex structures), often used to reach landlocked parcels or for access management purposes.

**Driveway, Width.** The horizontal distance between the sides of a driveway measured at the right-of-way or the back of the sidewalk (whichever is farthest from the traveled way) and measured parallel with the centerline of the traveled way. Medians shall not be included in the calculations for the width of driveways.

ADOPTED this \_\_\_\_\_ Day of \_\_\_\_\_, 2022.

TOWN OF WAYNESVILLE

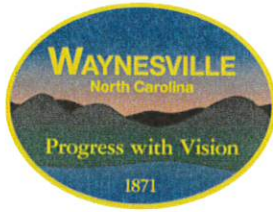
\_\_\_\_\_  
J. Gary Caldwell, Mayor

ATTEST:

\_\_\_\_\_  
Eddie Ward, Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Martha Bradley, Town Attorney



To: Town of Waynesville Planning Board  
 From: Olga Grooman, Planner  
 Date: June 20, 2022  
 Subject: Text Amendment Statement of Consistency  
 Description: Text Amendment related to driveway standards, Section 9.8.3 of the Land Development Standards  
 Address: Town of Waynesville Planning Department (“Development Services Department”)

The Planning Board hereby adopts and recommends to the Governing Board the following statement(s):

The zoning amendment **is approved and is consistent with the Town’s comprehensive land use plan** because: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

The zoning amendment and **is reasonable and in the public interest** because:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

The zoning amendment **is rejected because it is inconsistent with the Town’s comprehensive land plan and is not reasonable and in the public interest** because \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

In addition to approving this zoning amendment, this approval is **also deemed an amendment to the Town’s comprehensive land use plan**. The change in conditions taken into account in amending the zoning ordinance to meet the development needs of the community and why this action is reasonable and in the public interest, are as follows: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

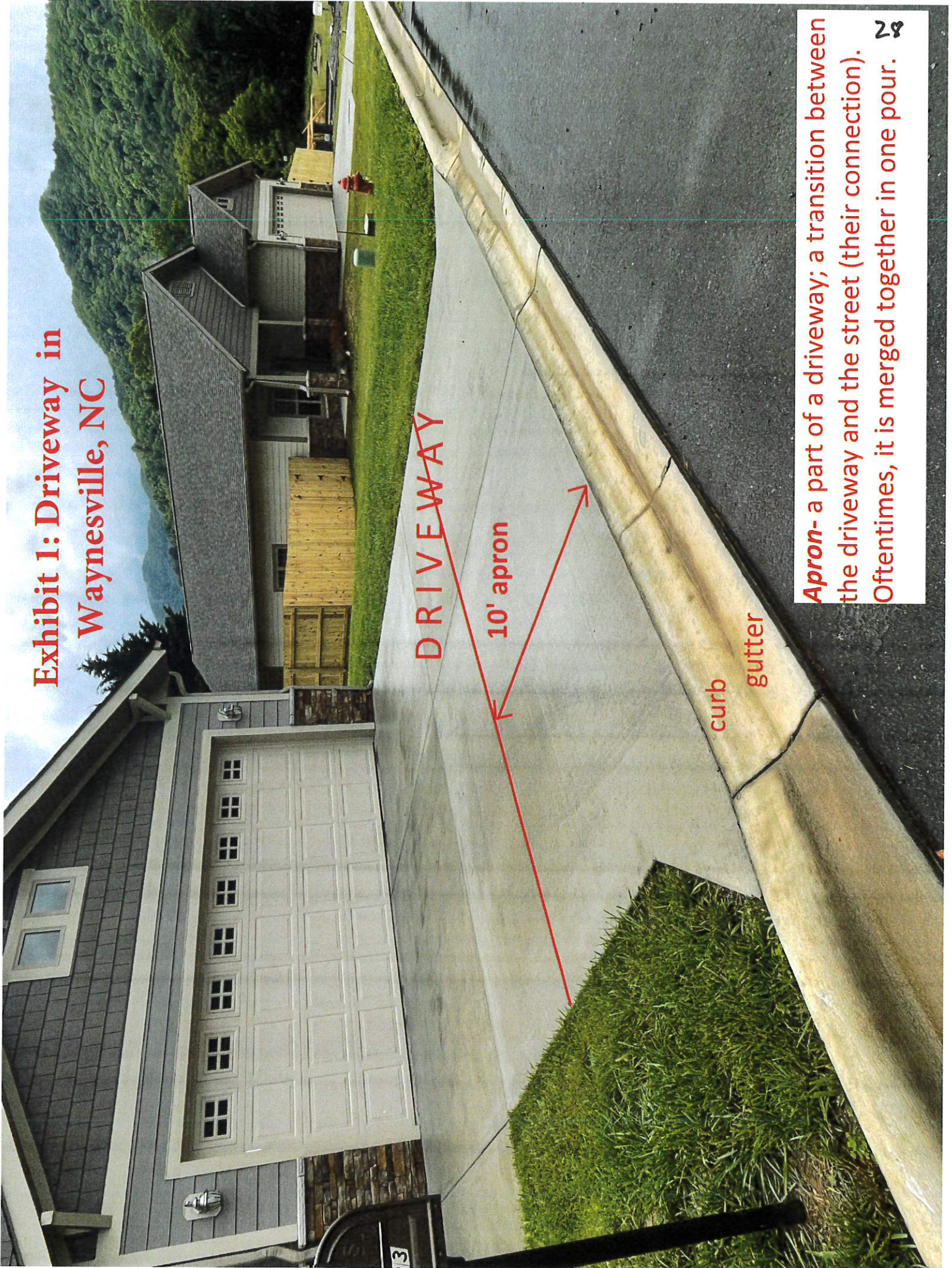
Planning Board Member \_\_\_\_\_, made a motion, seconded by \_\_\_\_\_

The motion passed \_\_\_\_\_. (*unanimously or vote results here*)

\_\_\_\_\_  
 Susan Teas Smith, Planning Board Chair, Date

\_\_\_\_\_  
 Kathy Johnson, Assistant Clerk

# Exhibit 1: Driveway in Waynesville, NC



**Apron-** a part of a driveway; a transition between the driveway and the street (their connection). Oftentimes, it is merged together in one pour.

## Exhibit 1: Driveway in O'Fallon, MO

*This image has a better visual of the apron, which in this case is separated from the driveway by the sidewalk.*

CITY RIGHT-OF-WAY  
LINE

PERMIT REQUIRED

APRON

CITY RIGHT-OF-WAY  
LINE

SIDEWALK

## Planning Board Staff Report

Subject: Land Development Standards (LDS) text amendments regarding alternative subdivision standards for cottages and conservation subdivision.  
 Ordinance Section: LDS Sections Section 2.5.3 and 15.9  
 Applicant: Planning Board initiated (Subdivision Subcommittee)  
 Meeting Date: June 20, 2022

### Background

The Subdivision Subcommittee asked staff to look at subdivision alternatives that would help to implement the Comprehensive Plan's goals to:

1. Continue to promote smart growth principles in land use planning and zoning by promoting conservation design to preserve important natural resources and to reinforce the unique character of Waynesville;
2. Create a range of housing opportunities and choices by promoting a diverse housing stock;
3. Protect and enhance Waynesville's natural resources, particularly rural lands, iconic views, and mountain vistas.

These alternatives to traditional subdivisions allow for flexibility in minimum lot size and setbacks without changing density. The purpose is to encourage:

- clustering of dwelling units in exchange for the preservation of open space;
- accommodation of "tiny home" or smaller footprint development which could be managed or conveyed similar to a town home development (in which a buyer owns a designated footprint within a commonly owned and managed property);
- Low Impact Development (or "LID") for stormwater management; and
- Overall design which is sensitive to its context.

The attached "first" draft of this ordinance was developed from research completed by intern Hannah White. Staff can prepare a final version of this ordinance based upon Planning Board feedback.

### Staff Recommended Text Changes

The proposed text amendments are shown in red.

### Consistency with the 2035 Comprehensive Land Use Plan

Staff submits that the proposed text amendments to the LDS are consistent with the goals # 1, 2, and 3 of the 2035 Comprehensive Plan, as noted above.

### Attachments

1. Proposed Text Amendment
2. Informational Material on cottages and Conservation Subdivisions

### Recommended Motion

1. Direct staff to prepare a final version of ordinance for a public hearing as presented (or as amended)

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING THE TEXT OF THE  
TOWN OF WAYNESVILLE LAND DEVELOPMENT STANDARDS**

**WHEREAS**, the Town of Waynesville has the authority, pursuant to Article 7 of Chapter 160D of the North Carolina General Statutes, to adopt land development regulations, clarify such regulations, and may amend said regulations from time to time in the interest of the public health, safety, and welfare; and

**WHEREAS**, the Town of Waynesville Planning Board has reviewed the proposed text amendments to the Land Development Standards (LDS) and recommends that they are consistent with the 2035 Comprehensive Plan and that they are reasonable and in the public interest because they support the following goals:

Goal 1: 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.

Goal 2: Create a range of housing opportunities and choices.

- Promote a diverse housing stock including market rate, workforce housing and affordable options that appeal to a variety of households.

Goal 3: Protect and enhance Waynesville’s natural resources.

- Protect and enhance water quality and forests.
- Encourage park and greenway development to protect watersheds and improve access to open space.
- Protect rural lands, iconic views and mountain vistas.

Goal 6: Create an attractive, safe and multi-modal transportation system.

- Provide an interconnected transportation network of roadways, greenways, freight mobility, bicycle routes and sidewalks that improves safety and strategic access for all users.

**WHEREAS**, the Planning Board has reviewed and recommends the proposed text amendments for enactment by the Board of Aldermen; and

**WHEREAS**, the Board of Aldermen find this Ordinance is consistent with the Town’s 2035 Comprehensive Plan and that it is reasonable and in the public interest to “make decisions about resources and land use in accordance with North Carolina General Statutes.” and

**WHEREAS**, after notice duly given, a public hearing was held on \_\_\_\_\_, 2022 at the regularly scheduled meeting of the Waynesville Planning Board, and on \_\_\_\_\_, 2022 at the regularly scheduled meeting of the Board of Aldermen;

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF WAYNESVILLE, MEETING IN REGULAR SESSION ON \_\_\_\_\_ AND WITH A MAJORITY OF THE BOARD MEMBERS VOTING IN THE AFFIRMATIVE, THE FOLLOWING:**

That the Land Development Standards be amended as follows (noted in red):





2. Add section 15.9.5 Alternative Subdivision Designs as follows:

**15.9.5 Alternative Subdivision Designs.**

Cottage Development and Conservation Subdivision are alternative subdivision designs that must follow all applicable review processes and standards of the Waynesville Land Development Standards. The purpose and intent of these options are to create of a range of housing opportunities and to protect and enhance Waynesville’s natural resources. The goal of this ordinance is to provide flexibility in design so that new development can be sensitive to the neighborhood context and environment.

**A. Cottage Development.**

**Applicability** - a development of 3 or more units arranged around common open space, often with shared parking, driveways, and other amenities. A cottage development may also include commercial and/or mixed-use units as a part of Planned Unit Development, as permitted by zoning district.

**Development Standards:**

1. Cottages may be built on individual lots with common areas and shared parking.
2. The term cottage **does not** include manufactured, tiny homes on wheels, campers, RVs, or other recreational vehicles. Manufactured home parks or RV parks are not considered cottage developments for the purpose of this ordinance. All cottages must be built to the NC Building Code standards and be of modular or stick built construction.
3. Cottages are subject to all Town of Waynesville Land Development Standards based on the size of the development (stormwater, parking, landscaping, lights, civic space, etc.). The perimeter lot containing the cottage development must meet the standards of the zoning district in which it is located, and in accordance with Section 2.4 Dimensional Standards (density, minimum lot size, setbacks from adjacent lots and roadways, accessory structures, and building height). The Cottage structure should conform to the Town’s architectural guidelines in Section 5.8.
4. Cottages are subject to applicable NC Building Codes, including setbacks between buildings, fire codes, foundation, rooms, bathrooms, ceiling height, and other building dimensions.

**B. Conservation Subdivision Development.**

**Applicability** The conservation subdivision standards shall apply as an option to all divisions of a parent parcel of 2 acres or more. These standards create flexibility to build on smaller lots when additional open space set- asides are provided in order to protect existing topography, mountain ecology, and scenic views of the Town of Waynesville.

**Development Standards:**

1. **Density, Lot Sizes, and Preservation**

- a) Conservation Subdivision shall be exempt from minimum lot size requirements. Under no circumstances, however, shall the gross density of a conservation subdivision exceed the density for the district in which it is located.
- b) To qualify as a Conservation Subdivision under these provisions, at least 50% of the development shall be set aside as an open space or natural preserve. Impervious surfaces designated for active recreation, such as tennis courts, volleyball courts, ball fields, golf courses, etc., must be excluded from the minimum 50%. Together, natural preserve and programmed recreational facilities will count toward required civic space (LDS Chapter 7).
- c) Existing stands of trees and forest and native plants existing on the pre-development shall be minimally disturbed. Native plants and tree species occurring naturally on the site shall be incorporated into, and count toward, post-construction landscaping plans. Post-construction landscaping shall be consistent with the preserved areas. See requirements for Environmental Survey and Natural Resources Inventory in LDS Section 15.4.1.

## 2. Priority Conservation Areas:

- a) The Special Flood Hazard Area (SHFA, including 100-year floodplain and floodway) and riparian zones of streams;
- b) Existing landslide tracks or those identified in USGS studies as potential landslide areas;
- c) Areas that fall within the Town's Hillside Protection Ordinance (LDS Section 12.6);
- d) Delineated wetlands meeting the definition used by the Army Corps of Engineers, pursuant to the Clean Water Act;
- e) Archaeological and historic sites;
- f) Boundaries of public lands;
- g) Mountain ridges;
- h) Populations of endangered or threatened species of flora and/or fauna.

## 3. Ownership of Conservation Areas

Open spaces shall be owned and managed by a land trust or homeowner's association, subject to compliance with the provisions of this section and the following requirements:

- a) Unless maintenance is assigned by a conservation or land trust, the homeowner's association shall be responsible for maintenance and taxes on the open space within the open space- Conservation Subdivision.
- b) Certain lands designated as conservation areas, such as greenways and preserves, may be dedicated to the Town. If offered by the landowner, the Board of Aldermen shall determine whether that land is appropriate for dedication to the Town.
- c) The homeowner's association shall not be dissolved without the consent of the Town.

## 4. Conservation and Development Plan. Prior to review of a major conservation subdivision by the Planning Board, an applicant shall have a conservation and development plan for the land

reviewed by the Town Development Services Director for completeness in accordance with the following steps:

**Step 1- Site analysis map.** The applicant shall prepare a site analysis map that analyzes existing conditions both on the land proposed for the development and land within 500 feet of the perimeter of the site and submit the site analysis map to the Development Services Director. It is the intent of this section that the information required to be presented in the site analysis map be produced from existing sources and maps to ensure the process is economical for the applicant.

**Step 2- Site inspection.** After receipt of the site analysis map, the Development Services Director shall schedule a site inspection of the land with the applicant and others that the Director deems necessary (such as emergency services and public services). The applicant or the applicant's representative shall attend the site inspection with Town staff members. The purpose of this site visit is to:

- a) Familiarize the staff with the existing site conditions and features of the site;
- b) Identify potential site development issues, including the best location for the development;
- c) Provide an opportunity to discuss site development concepts, including the general layout of conservation areas and potential locations for proposed structures, utilities, streets, and other development features. Comments made by staff during the site inspection shall be interpreted as only being suggestive. No official decision on the conservation and development plan shall be made during the site inspection.

**Step 3- Conservation and development plan.** Based on the site analysis map and the information obtained during the site inspection, the applicant shall prepare a conservation and development plan. The conservation and development plan shall include the following:

- a) The site analysis map;
- b) A conservation and development areas map that depicts areas intended for conservation and areas intended for development; and
- c) A preliminary site plan, showing proposed site development, including the approximate locations of utilities, streets, other development features, buffers (if applicable), and lot lines in the proposed development area;
- d) Environmental Survey, which must include Natural Resources Inventory, as specified in section 15.4.1.
- e) A preliminary stormwater analysis indicating pre-development and proposed post-development pervious to impervious ratios and stormwater management areas.

**Step 4- Technical review by Town Staff.**

**Step 5- Review & decision by Town Development Services Director.** The director shall review and make an administrative decision. If approved, such approval shall only be for the purposes of approving the conservation and development plan. If a conservation and development plan application is approved for completeness by the Development Services Director, the applicant shall file an application for a major subdivision approval in accordance with all other Town regulations and procedures.

2. Add the following definitions to section 17.3 Definitions, Use Type:

**Cottage** - a small detached single-family or two-family residence constructed to specific design standards and arranged around common open space as a part of a cottage development.

**Cottage Development**- a development of 3 or more units arranged around common open space, often with shared parking, driveways, and other amenities. A cottage development may also include commercial and/or mixed-use units as a part of Planned Unit Development, as permitted by the zoning district.

**Planned Unit Development (PUD)**- a development that integrates residential and non-residential uses as permitted by the zoning district.

**Subdivision, Conservation** – are a type of subdivision that preserves undivided, buildable tracts of land as open space by grouping dwelling units close together.

**ADOPTED** this \_\_\_\_\_ Day of \_\_\_\_\_, 2022.

TOWN OF WAYNESVILLE

\_\_\_\_\_  
J. Gary Caldwell, Mayor

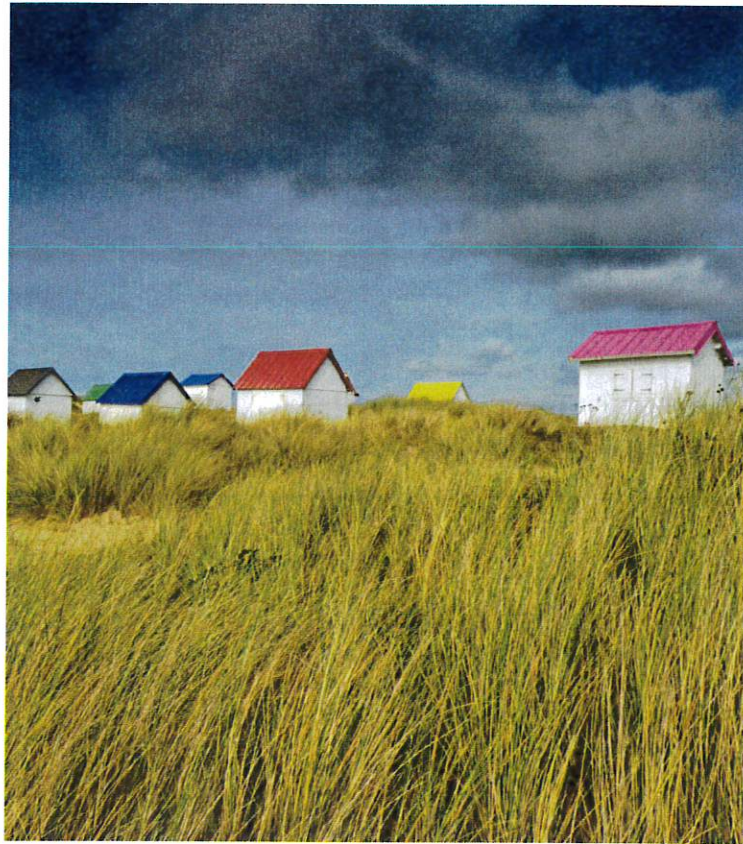
ATTEST:

\_\_\_\_\_  
Eddie Ward, Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Martha Bradley, Town Attorney

# Cottages and Conservation Subdivisions



Proposed Text  
Amendment Overview  
and Feedback

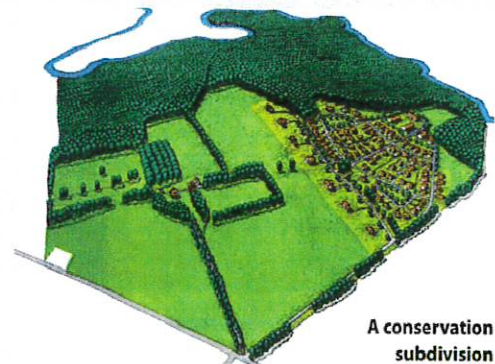
## Cottages and Conservation Developments as Alternative Subdivision Designs

### 15.9.5 Alternative Subdivision Designs.

Cottage Development and Conservation Subdivision are alternative subdivision designs that must follow all applicable review processes and standards of the Waynesville Land Development Standards.



Image by Snohomish County, Washington



**A conservation  
subdivision**  
Image by NC State University

## Define a Cottage and Cottage Developments

**Cottage** - a small detached single-family or two-family residence constructed to specific design standards and arranged around common open space as a part of a cottage development.

**Cottage Development**- a development of 3 or more units arranged around common open space, often with shared parking, driveways, and other amenities. A cottage development may also include commercial and/or mixed-use units as a part of Planned Unit Development, as permitted by the zoning district.

*Allowed in all districts, except Commercial-Industrial (CI).  
No single-family or multi-family dwellings are allowed in CI district in the Table of Permitted Uses (LDS 2.5.3).*



Image by Snohomish County, Washington

## Cottage Development Standards:

- The courtyard shall enhance the aesthetics and character of the development ... and easily accessible open space.
- Cottages may be built on individual lots or have a common form of ownership.
- The term cottage does not include manufactured, tiny homes on wheels, campers, RVs, or other recreational vehicles.
- All cottages must be built to the NC Building Code standards.
- Cottages are subject to all standards of the Town of Waynesville Land Development Standards: stormwater, parking, landscaping, lights, civic space, building height, setbacks, density, minimum lot sizes, zoning, etc.

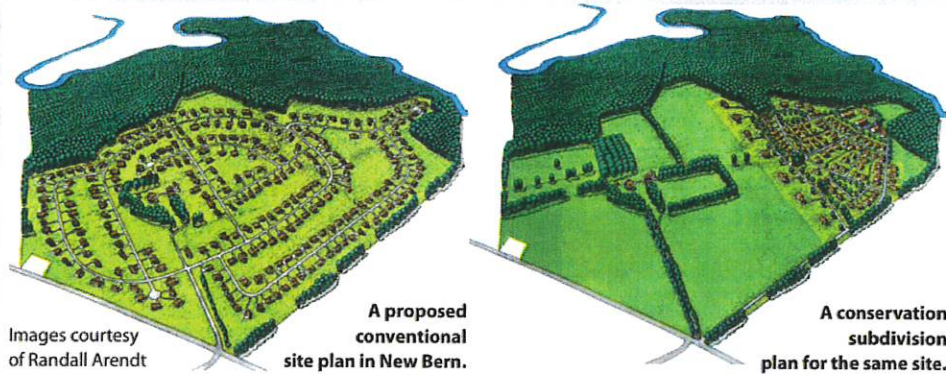


Image by Snohomish County, Washington

## Conservation Subdivision

**Purpose.** The purpose and intent of this section is to provide developers with an option of additional development flexibility to build on smaller lots when additional open space set- asides are provided in order to protect existing topography, mountain ecology, and scenic views of the Town of Waynesville.

**Applicability.** The conservation subdivision standards shall apply as an option to all divisions of a parent parcel of 2 acres or more.



## Conservation Subdivision Development Standards:

- Conservation Subdivision shall be **exempt from minimum lot size requirements.** Under no circumstances, however, shall the gross density of a conservation subdivision exceed the density for the district in which it is located.
- To qualify as a Conservation Subdivision, **at least 50% of the development shall be set aside as an open space or preserve.**
- **Native plants existing on the pre-development shall be minimally disturbed,** and ... shall be also incorporated into post-construction landscaping.
- **Priority Conservation Areas:** flood hazard areas, riparian zones, landslide tracks, slopes over 30%, delineated wetlands, archaeological and historic sites, boundaries of public lands, scenic views, endangered species populations.

## Ownership of Conservation Areas

Open spaces shall be owned and managed by a land trust or homeowner's association, ... subject to the following requirements:

- Unless maintenance is assigned by a conservation or land trust, the homeowner's association shall be responsible for maintenance and taxes on the open space...
- Certain lands designated as conservation areas, such as greenways and preserves, may be dedicated to the Town (Board of Aldermen's approval needed).
- The HOA shall not be dissolved without the consent of the Town.



Image by NC State University

## Conservation Development Plan

Prior to review of a major conservation subdivision by the Planning Board, an applicant shall have a conservation and development plan for the land reviewed by the Town Development Services Director:

**Step 1- Site Analysis Map.** The applicant shall prepare a site analysis map that analyzes existing conditions both on the land proposed for the development and land within 500 feet of the perimeter of the site.

**Step 2- Site Inspection.** ... the Development Services Director shall schedule a site inspection of the land with the applicant and others that the Director deems necessary (such as emergency services and public services) ... to:

- a. Familiarize the staff with the existing site conditions and features of the site;
- b. Identify potential site development issues, including the best location for the development;
- c. Provide an opportunity to discuss site development concepts.



## Conservation Development Plan (continued)

**Step 3- Conservation Development Plan.** Based on the site analysis map and the information obtained during the site inspection, the applicant shall prepare a conservation and development plan. The plan shall include:

- a. The site analysis map;
- b. A conservation and development areas map that depicts areas for conservation and areas for development;
- c. A preliminary site plan, showing proposed site development, including the approximate locations of utilities, streets, other development features, buffers (if applicable), and lot lines;
- d. Environmental Survey, which must include Natural Resources Inventory, as specified in section 15.4.1.
- e. A preliminary stormwater analysis indicating pre-development and proposed post-development pervious to impervious ratios and stormwater management areas.

**Step 4- Technical review by Town Staff.**

**Step 5- Review & decision by Town Development Services Director.** If a conservation and development plan application is approved for completeness by the Development Services Director, the applicant shall file an application for a major subdivision approval.



Questions/Comments?

## Planning Board Staff Report

Subject: Land Development Standards (LDS) text amendments regarding Roadway Infrastructure.  
 Ordinance Section: LDS Sections Chapter 6  
 Applicant: Staff initiated  
 Meeting Date: June 20, 2022

### Background

Staff asked Traffic and Planning Engineering Group JM Teague to review the Town Land Development Standards for new streets – how they are classified, designed, and function. JM Teague worked with members of the Town’s Technical Review Committee, including Fire Code Official Darrell Calhoun in the development of these recommendations.

Goals of this effort are to:

- Develop usable and realistic standards for the Town of Waynesville topography and built environment;
- Clarify and update specifications included in the ordinance, and to assign engineering resources and references where appropriate;
- Establish roads that the Town would not take into the Town’s roadway system;
- Accommodate alternate designs for roadways to minimize cut and fill and other land disturbance;
- To work in conjunction with new TIA requirements, recommended driveway standards and guidelines, proposed cottage and conservation subdivisions; and
- To improve overall safety of the Town’s transportation network.

Staff submits that these recommendation help to implement the Comprehensive Plan’s goal to:

1. Create an attractive, safe and multi-modal transportation system..

The attached “first” draft of this ordinance was developed in coordination with consultant Candace Hladek of JM Teague who will be assisting in the presentation. Staff can prepare a final version of this ordinance based upon Planning Board feedback.

### Staff Recommended Text Changes

The proposed text amendments are shown in red.

### Consistency with the 2035 Comprehensive Land Use Plan

Staff submits that the proposed text amendments to the LDS are consistent with the goals # 6 of the 2035 Comprehensive Plan, as noted above.

### Attachments

1. Proposed Text Amendment

### Recommended Motion

1. Direct staff to prepare a final version of ordinance for a public hearing as presented (or as amended)

## LAND DEVELOPMENT STANDARD REVISION RECOMMENDATIONS 6/7/22

### 6.6 Street Classification and Design

The purpose and intent of these standards are to create an attractive, safe, and multi-modal transportation system.

#### 6.6.1 ~~RULES FOR ASSIGNMENT OF APPROPRIATE STREET DETAILS~~ General Guidelines

- A. Streets constructed as part of new subdivisions or other development must meet comply with the design standards as provided in this section for safety according to its classification.
- B. Streets may be accepted into the Town street system for maintenance with approval of the Town Board of Aldermen. Roads that cannot be accepted into the Town roadway system are:
  - a. Roadways in elevations above 2900 and/or
  - b. Roadways with grades above 22% with a maintained distance over 500 feet and/or
  - c. Roadways in areas prone to rockslides and/or
  - d. Roadways where the Town is unable to provide emergency services due to geometrics of the roadway and/or
  - e. Roadway stopping sight distance is inconsistent with design speed.
- C. Design Speed and Posted Speed Limit: Design speed is a selected speed used to determine the various geometric design features of a roadway. The posted speed limit is established either by law or by traffic control devices. Speed limit is usually less than the design speed.
- D. Street design includes multiple elements: the roadway or vehicle travel surface, which may include an improved shoulder or bicycle lane; curb and gutter, swale or other stormwater conveyance, planted strips and landscaping as required, sidewalks, greenways or other pedestrian facilities such as crosswalks as required.
- E. Blocks are a unit of land, inclusive of private land, alleys, parking areas and sidewalks or other features that are circumscribed by a combination of streets, waterways, or linear greenspace that break up the linear development pattern along a roadway. New streets shall be organized with blocks that are a maximum of 500 feet in length unless within a conservation subdivision or hillside development, or Low Density Residential Districts (CC-RL, EN-RL, FC-RL, or HT-RL).

~~Diagram of the many different parts of a street. Care should be taken to ensure that context plays a primary role in the selection of the various right-of-way elements.~~

### 6.6.2.A BOULEVARD

Definition: Boulevards provide multi-lane access to commercial and mixed-use developments. Boulevards also serve to carry regional traffic throughout the town. *(Russ Avenue is an example of a Boulevard.)*

- Right-of-way width: 100-124 feet (Curb and Gutter),
- Lane Widths: 10-12 feet
- Median Width: 10 – 20feet
- Traffic Lanes: 4 or 5 lanes
- **Parking Lanes: None, Generally Off-street Parking**
- **Curb Type:** Vertical curb and gutter or LID or **swale Open Drainage** *(Additional right-of-way may be required for natural drainage sections)*
- **Curb Radius:** 15 -25 feet **at street intersection** *(see-Section Ref. Sec. 6.7.6)*
- **Grades:** *As approved by Administrator.(Ref. Sec. 6.7.4)*
- **Design Speed:** 50 mph
- **Stopping Sight Distance:** *minimum 425 feet (Ref. Sec. 6.7.1)*
- **Pedestrian Facilities** – Intersection bulbouts (required) and Mid-block crosswalks
- **Walkway Type:** 6 ft. sidewalk both sides (Residential Districts) 8 ft. all other districts
- **Bicycle Facilities:** **Type BL** - 5 ft. Bike Lane *(See-also Ref. Sec. 6.9.3)* or 6 ft. w/on-street parking
- **Planter Type:** Continuous planting strip - 6 ft. (curb) or 8 ft. **swale Open Drainage)**
- **Landscape Type:** 1 per 40 ft. of street frontage *(See-also Ref. Sec. 8.5.1)*

### 6.6.2.B AVENUE

Definition: Avenues serve as **arterial, collector, or local route** connectors between neighborhoods and area centers. Used in residential and commercial areas, often terminating at prominent buildings, downtown centers or plazas. Avenues may also **circulate** around squares or neighborhood parks. *(Dellwood Road and Howell Mill Road are examples of Avenues).*

- Right-of-way width: 80-104 feet (Curb and Gutter),
- Lane Widths: 10-12 feet
- Median Width: 12 – 18 feet. *(Optional)*
- Traffic Lanes: **2-3 lanes**
- Parking Lanes: parking on both sides ~~@ 8 feet marked (if Provided)~~–(Ref. Sec. 6.7.11)
- Curb Type: Vertical curb and gutter or LID or **swale Open Drainage** *(Additional right-of-way may be required for natural drainage sections)*
- Curb Radius: 15 -25 feet. **at street intersection** *(see Section Ref. Sec. 6.7.6)*
- **Grades: As approved by Administrator. (Ref. Sec. 6.7.4)**
- **Design Speed: 45 mph**
- **Stopping Sight Distance: minimum 360 feet (Ref. Sec. 6.7.1)**
- Pedestrian Facilities – Intersection bulbouts (required) and Mid-block crosswalks
- Walkway Type: 6 ft. sidewalk both sides (Residential Districts) 8 ft. all other districts
- Bicycle **Facilities: Type BL** - 5 ft. Bike Lane *(See also Ref. Sec. 6.9.3)* or 6 ft. w/on-street parking
- Planter Type: Continuous planting strip - 6 ft. (curb) or 8 ft. **swale Open Drainage**)
- Landscape **Type: 1 per 40 ft.** of street frontage *(See also Ref. Sec. 8.5.1)*

**6.6.2.C COMMERCIAL STREET BUSINESS DISTRICT STREET**

Definition: ~~Commercial Streets are intended to provide access to high density commercial, office, and industrial areas.~~ Business District Streets can be arterial, collectors, or local streets that serve as a primary thoroughfare for traffic circulation in a limited area. They provide access to downtown, commercial or outlying business districts and generally have a high percentage of truck traffic. A destination street that serves as a center of civic, social, and commercial activity. (*Downtown, Frog Level, and Hazelwood are examples of locations for Business District Streets*).

- Right-of-way width: 60-80 feet (Curb and Gutter),
- Lane Widths: 10-12 feet
- ~~Median Width: N/A~~
- Traffic Lanes: 2 - 3 lanes
- Parking Lanes: Both sides ~~@ 8 feet marked~~ or (one side only as appropriate) (*Ref. Sec. 6.7.11*)
- Curb Type: Vertical curb and gutter
- Curb Radius: 15 -25 ft. at street intersection (~~see Section~~ *Ref. Sec. 6.7.6*)
- Grades: As approved by Administrator. (*Ref. Sec. 6.7.4*)
- Design Speed: 35 mph
- Stopping Sight Distance: minimum 250 feet (*Ref. Sec. 6.7.1*)
- Pedestrian Facilities – Intersection bulbouts (required) and crosswalks at all intersections and Mid-block as appropriate.
- Walkway Type: 12 ft. sidewalk both sides (16 ft. required for outdoor seating areas) (dimensions are measured from back of curb to the outside edge of sidewalk)
- Bicycle Facilities: Type N or W (*Ref. Sec. 6.9.3*)
- Planter Type: Tree wells or 6 ft. continuous planting strip (included in walkway type dimension)
- Landscape Type: 1 per 40 ft. of street frontage (~~See also~~ *Ref. Sec. 8.5.1*)

## 6.6.2.D RESIDENTIAL STREET

Definition: Local Residential streets serve as the primary transportation network in the community. Generally, ~~they are two (2) to six (6) blocks in length.~~ *contains more than 50% residential dwellings based on road frontage.*

- Right-of-way width: *Minimum 40 feet. 50ft (Curb and Gutter), 50 ft. 60ft (Swale Open Drainage)*
- Pavement Widths: *Minimum 20 feet. (27 ft. with parking)*
- Traffic Lanes: *generally two lanes (one in each direction)*
- Parking Lanes: ~~Informal~~ parking on one side *(Ref. Sec. 6.7.11)*
- Curb Type: Vertical Curb and Gutter or *LID (Low Impact Development) (Ref. Sec. 12.5)*
- Curb Radius: 15 feet. *at street intersection (Ref. Sec. 6.7.6)*
- *Grades: Maximum Grade of 18% for a maximum length of 2,500 feet. (Ref. Sec. 6.7.4)*
- *Design Speed: 40 mph*
- *Stopping Sight Distance: minimum 305 feet (Ref. Sec. 6.7.1)*
- ~~Median Width:~~
- Walkway Type: 5 ft. sidewalk both sides *(one side with environmental constraints or as part of a Tier 1 Subdivision Plan) (Ref. Sec. 6.6.2.H)*
- Bicycle Facilities: ~~Informal~~ Type N or W *(Ref. Sec. 6.9.3)*
- Planter Type: Continuous planting strip 5 ft. (Curb) or 8 ft (Swale)
- ~~Pedestrian Facilities: n/a~~
- Landscape Type: 1 per 40 ft. of street frontage (see 8.5.1) ~~\*not including sight triangle~~
- *Subdivision Type: All Major Subdivisions*

## 6.6.2.E LANE

Definition: Lanes are small traveled ways intended to provide direct access to the front of a limited number of single-family structures. Lanes are limited in the number of lots served. Generally, they are very short; often less than four hundred (400) feet. Items including, but not limited to, traffic carrying capacity, topography, and connectivity, shall be a consideration when permitting a lane in lieu of a street.

- Right-of-way width: *Minimum 36 feet. 40ft* (Curb and Gutter), *46 feet. 50ft* (Open Drainage)
- Pavement Widths: ~~16ft (Curb Gutter) 18 ft. (Open Drainage)~~ *Minimum 20 feet.*
- Traffic Lanes: two lanes (*one lane in each direction*) or one lane as a one-way street or loop, as *approved by fire code official.*
- Parking Lanes: ~~Informal~~ parking on one side (*Ref. Sec. 6.7.11*)
- Curb Type: Vertical Curb and Gutter, *Open Drainage* or *LID (Low Impact Development) (Ref. Sec. 12.5)* (Additional right-of-way may be required for natural drainage sections)
- Curb Radius: 15 feet. *at street intersection (Ref. Sec. 6.7.6)*
- *Grades: Maximum Grade of 18% for a maximum length of 2,500 feet. (Ref. Sec. 6.7.4)*
- ~~Median Width:~~
- *Design Speed: 35 mph*
- *Stopping Sight Distance: Minimum 250 feet (Ref. Sec. 6.7.1)*
- Walkway Type: 5 ft. sidewalk one side (*4 feet. with environmental constraints*)
- Bicycle Facilities: ~~Informal~~ *Type N or W (Ref. Sec. 6.9.3)*
- Planter Type: Continuous planting strip 5 ft. (Curb) or 8 ft (~~Swale~~ *Open Drainage*).
- ~~Pedestrian Facilities: n/a~~
- Landscape Type: 1 per 40 ft. of street frontage (*Ref. Sec. 8.5.1*)
- Length: *Maximum* 399 ft. unless approved by the Administrator



### 6.6.2.F ALLEY

Definition: Alleys are intended to provide indirect, limited access to the rear of properties but not to accommodate through traffic. Utilities, either above ground or underground, may be located in alleyways to provide service connections to rear elevations.

- Right-of-way width: 20-24 feet.
- Pavement Widths: *Minimum 14 feet.*
- Parking Lanes: None
- Curb Type: inverted Crown
- Curb Radius: Taper *at street intersection*
- Grades: *As approved by Administrator. (Ref. Sec. 6.7.4)*
- Design Speed: 30 mph
- Stopping Sight Distance: 200 feet
- Walkway Type: Path optional
- Landscape Type: None
- Building Setback from Alley Centerline: 15 ft.
- Maximum Length: ~~400 ft.~~ *Approved by Administrator*

**6.6.2.H CONSERVATION ROADWAY (FOR CONSERVATION SUBDIVISIONS OR HILLSIDE PROTECTION)**

Definition: Streets designed to accommodate environmental constraints and to encourage minimal grading, and which adapts to the natural character of the land. This street standard can be applied when environmental issues, environmental protection and/ or conservation are a consideration. This standard can **only** be used with the preapproval of the administrator.

- Right-of-way width: *Minimum 36 ft. (Vertical Curb), 46 ft. (Open Drainage)*
- Pavement Widths: *Minimum 20 ft. (14 ft. in one-way sections with pull out every 150 ft.)*
- Traffic Lanes: 1 or 2 lanes
- Parking Lanes: None (*off-road parking only*)
- Curb Type: Vertical Curb, Open Drainage or LID (*Low Impact Development*) with Curb and gutter at intersections. (*Additional right-of-way may be required for natural drainage sections*) (Ref. Sec. 12.5)
- Curb Radius: 15 ft. at street intersection (Ref. Sec. 6.7.6)
- Grades: As approved by Administrator. (Ref. Sec. 6.7.4)
- Design Speed: 40 mph
- Stopping Sight Distance: *Minimum 305 feet* (Ref. Sec. 6.7.1)
- Walkway Type: 5 ft. (*4 ft. with environmental constraints*) sidewalk on one side. (*For Alternative Compliance Ref. Sec. 6.8C*)
- Bicycle Facilities: Optional Type N or W (Ref. Sec. 6.9.3)
- Planter Type: Continuous planting strip 5 ft (*Rolled Curb*) or Open Drainage. (*For Alternative Compliance Ref. Sec. 6.8.1*) (Ref. Sec 6.8C for Tree Conservation)
- Landscape Type: 1 per 40 ft. of street frontage (Ref. Sec. 8.5.1)

**6.7 - STREET ENGINEERING STANDARDS.**

The following standards are intended to provide general clarity for most conditions in Waynesville. Deviations to these standards may be granted by the Administrator subject to generally accepted safety and engineering practices. ~~For additional guidance, the Town will use the Designing Walkable Urban Thoroughfares: A Context Sensitive Approach by the Institute of Transportation Engineers and the Congress for the New Urbanism or a similarly generally accepted document.~~

**6.7.1 STOPPING SIGHT DISTANCES.**

**Stopping Sight Distance (SSD)** is the forward view that a driver has at all times while driving the indicated maximum speed limit for each classification of Town Street. The SSD is greatly dependent on the approach grade. The values presented are for an assumed approach grade within a range of -3% to +3%. For approach grades outside this range, the design engineer shall be required to certify that SSD is met at all times along the street. *\*Guidance obtained with reference to NCDOT Subdivision Manual, AASHTO (American Association of State Highway and Transportation Official), (Highway Capacity Manual, and NACTO (National Association of City Transportation Officials).*

Minimum stopping sight distance should conform to the design speed of the roadway. ~~(Ref. Sec. 6.6.2) the particular street and the stopping distances required for wet pavement conditions provided in the table below.~~

~~Design Speed Stopping Distance~~

~~20 MPH — 125 Feet~~

~~25 MPH — 150 Feet~~

~~30 MPH — 200 Feet~~

Street Classification	Design Speed	Stopping Sign Distance
Boulevard	50 mph	425 feet
Avenue	45 mph	360 feet
Residential or Conservation Street	40 mph	305 feet
Business District Street or Lane	35 mph	250 feet
Alley	30 mph	200 feet

The required sight distances set forth in this section should be provided by both vertical and horizontal alignment. Where grades vary from level conditions, stopping sight distances must be increased for downhill grades, but may be decreased for uphill grades. *In cases where the speed limit is greater, refer to the latest published copy of AASHTO’s “A Policy on Geometric Design of Highways and Streets”.*

6.7.4 GRADES.

A. **Vertical Curves:** K values for vertical curve design should be consistent with design speed and stopping sight distance. (Ref. Sec. 6.7.1).

~~B. **Maximum Grade for Alleys, Lanes and Streets:** Fifteen (15%) percent, except that sections less than two hundred and fifty (250) feet in length may not exceed eighteen (18%) percent. Within one hundred (100) feet of an intersection, grades may not exceed eight (8%) percent.~~

~~C. **Maximum Grade for All Other Streets:** All other street types are limited to a maximum of twelve (12%) percent grades. Within one hundred (100) feet of an intersection, grades may not exceed five (5%) percent.~~

B. **Maximum Grade for Residential Streets and Lanes:** Maximum Grade of 18% for a maximum length of 2,500 feet. Each 2,500-foot maximum grade section must be separated by a 500-foot section of 7% maximum grade. The maximum grade can be increased by 3% for distances less than 500 feet as long as there is a 500-foot “normal maximum grade” section between each “increased maximum grade” section.

C. **Maximum Grade all other street types:** As approved by Administrator. Must meet AASHTO guidelines.

D. **Minimum Street Grades:** No grades less than 0.5% should be used to facilitate water drainage (e.g., vertical slope, cross-slope, inverted crown)

6.7.5 CENTERLINE RADIUS.

When determining the centerline radius for a new roadway, refer to the latest published copy of AASHTO’s “A Policy on Geometric Design of Highways and Streets”.

A. ~~Minimum Centerline Radius For All Streets: 65 feet (Exception: Lanes and Alleys shall be 50 feet)~~

B. ~~Maximum Centerline Radius: The maximum centerline radius shall be as follows:~~

Design-Speed {Street-Type}	Design-Centerline-Radius {Maximum}
20-MPH (Lane)	90 Feet
20-MPH (Street)	90—120 Feet
Greater Than 25-MPH	Refer to AASHTO Standards

### 6.7.6 CURB RADII AND CONSTRUCTION.

**G. Alternative Compliance.** Curbs – when the permeable pavement is in use or when the direct stormwater runoff has less impact than the concentrated runoff of standard drainage systems. Low Impact Development (LID) stormwater controls may be used with approval by the administrator

1. Alternative Compliance: Alternative provisions for curbs meeting the intent of this section may be used where unreasonable or impractical situations would result from the application of these requirements or where an alternative drainage plan is preferred for stormwater management. Such situations may result from significant street trees, impending road widening, topography, utility easements, lot configuration or other unusual site conditions.
2. In districts such as Hillside Protection areas and Conservation Subdivisions, Low Impact Development (LID) or preservation of existing vegetation may be used with approval by the administrator. All alternative stormwater features shall be constructed in accordance with the standards in the latest edition of the North Carolina Environmental Quality's (NCDEQ) Stormwater Design Manual. (Ref. Sec. 12.5). The Administrator may approve an alternate plan that proposes different stormwater amenities provided that the intent of this section is fulfilled.

#### 6.7.11 ~~Parallel~~ Parking Spaces on ~~Existing~~ Streets.

All mid-block parallel parking spaces shall be (7) feet in width by twenty-two (22) to twenty-six (26) feet in length and end of block spaces maybe seven (7) feet in width by twenty (29) feet in length as determined by the administrator subject to the constraint of the existing conditions. The dimension is measured from the face of the curb and may include the gutter. ~~Angled spaces shall be per Architectural Graphic Standards, latest edition.~~ All on-street parking spaces must meet local fire code, the latest editions of the Architectural Graphic Standards, and the Manual on Uniform Traffic Control Devices (MUTCD) guidelines, and are subject to approval by the administrator.

### 6.8 - PEDESTRIAN FACILITIES.

The purpose and intent of this section is to establish criteria for the development of pedestrian facilities within the jurisdiction of the Town of Waynesville. These standards are set forth to:

1. Provide a safe and walkable pedestrian environment while considering local environmental constraints, low impact development standards, and public safety
2. Promote access for those who are mobility impaired or wheelchair dependent.
3. Improve connectivity and convenience among residential, recreational, and commercial areas.

### 6.8.1 SIDEWALKS

- C. Alternative Compliance: Alternative provisions for pedestrian movement meeting the intent of this section may be used where unreasonable or impractical situations would result from **the** application of these requirements. Such situations may result from significant street trees, impending road widening, topography, utility easements, lot configuration or other unusual site conditions. *Low Impact Development (LID) or preservation of existing vegetation may be used with approval by the administrator.*
3. In districts where trails are permitted in lieu of sidewalks (RL & Hillside Protection areas & *Conservation Subdivisions*), they shall be constructed in accordance with the standards in 6.8.2. Trails are generally allowed in very low-density development and are only required on one side of the road
  4. The Administrator may approve an alternate plan that proposes different pedestrian amenities provided that the intent of this section is fulfilled.

## 6.9 - BICYCLE FACILITIES.

### 6.9.3 Applicability of Bicycle Facilities.

Bicycle facilities shall be included in the cross-sections of Section 6.6.2, Town Street Classification based on the matrix below. Motor vehicle volumes shall be based on projected motor vehicle volumes in a 20-year time horizon. Speeds shall be based on the design speed of the proposed roadway.

**Type N** Normal Lane, 9—12 feet wide. Cyclists would operate in mixed traffic near the middle of the lane.

**Type W** Wide Lane, 13—15 feet wide. Cyclists would generally operate in the right most portion of the lane. MUTCD-approved shared lane markings shall be used.

**Type BL** Bike Lane, 4—6 feet wide (striped/marked) or narrow shoulder. In general, bike lanes should be at least 5 feet wide at higher traffic volumes (over 20,000 ADT) and higher speeds (40 mph and higher) and 6 feet wide next to on-street parking.

**Type S** Separated Lane. Anything wider than 6-foot bike lane, including wide bike lanes/shoulders or parallel multi-use paths

\*Consider updating the matrix table.

6.7.2 Sight Triangles.

The minimum sight triangle for stop conditions at a street intersection shall be one hundred forty-five (145) feet along the major road and fifteen (15) feet on the minor road approach from the edge of the traveled way. The 145 feet is measured in the center of the near lane looking left, and to the center of the far lane looking right. The intersection sight triangle shall be permanent right-of-way.

