



TOWN OF WAYNESVILLE

Planning Board

9 South Main Street
Suite 110
Waynesville, NC 28786
Phone (828) 456-8647 • Fax (828) 452-1492
www.waynesvillenc.gov

Ginger Hain (Chair)
Travis Collins (Vice Chair)
John Baus
Michael Blackburn
Tommy Thomas
John Mason
Alex McKay
Tommy Rose

Development Services
Director
Elizabeth Teague

Regular Meeting of the Planning Board

Town Hall, 9 South Main Street, Waynesville, NC 28786
Monday, March 16, 2026, 5:30 p.m.

A. CALL TO ORDER

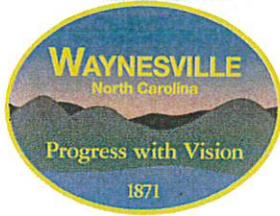
1. Welcome/Calendar/Announcements
2. Approval of Minutes as presented (or as amended):
 - February 16, 2026, Regular Meeting

B. BUSINESS

1. Public Hearing to consider a Special Use Permit request for the expansion of two existing storage buildings located at 187 W. Marshall St., Waynesville, NC 28786 (PIN 8616-40-9101).
2. Planning Board review of Comprehensive Plans and a timeline of decisions.
3. Discussion of Rural Conservation District Draft Ordinance.

C. PUBLIC COMMENT/CALL ON THE AUDIENCE

D. ADJOURN



TOWN OF WAYNESVILLE Planning Board

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MINUTES OF THE TOWN OF WAYNESVILLE PLANNING BOARD Regular Meeting Town Hall – 9 South Main St., Waynesville, NC 28786 Monday February 16th, 2026

THE WAYNESVILLE PLANNING BOARD held a Regular Meeting on February 16th, 2026, at 5:30 p.m., in the boardroom of the Town Hall at 9 South Main Street, Waynesville, NC 28786.

A. CALL TO ORDER

1. Welcome/Calendar/Announcements

The following members were present:

Ginger Hain (Chair)
John Baus
Michael Blackburn
John Mason
Tommy Rose
Tommy Thomas

The following members were absent:

Travis Collins
Alex McKay

Others present:

Elizabeth Teague, Development Services Director
Olga Grooman, Assistant Development Services Director
Alex Mumby, Land Use Administrator
Esther Coulter, Administrative Assistant
Ron Sneed, Attorney
Charles Reece, Manager on behalf of Mountain Credit Union
Odell Thompson, Architect on behalf of Mountain Credit Union
Bobby Funk, of Mills Property Development

Chair Ginger Hain welcomed everyone and called the meeting to order at 5:31 p.m. Ms. Hain announced that there's a Planning Board Special Called Meeting on Thursday February 19th, 2026, and the school of government has offered a training class.

Ms. Hain read through the process and procedures of the meeting.

Ms. Hain opened the public hearing at 5:37 p.m.

B. BUSINESS

1. A public hearing to consider a major site plan review for a new 3-story Mountain Credit Union office building at 1700 Russ Avenue, Waynesville, NC 28786 (PIN 8616-36-7164).

Assistant Development Services Director, Olga Grooman presented the staff report. The property is located in Dellwood Residential Medium Density Mixed-Use Overlay District (D-RM-MXO). Per Land Development Standards (LDS) 15.8.2.A, all non-residential projects in RM district and any non-residential development 10,000 sf or greater must be reviewed as a major site plan and administratively approved by the Planning Board.

The original building was constructed in 2019, and it is an existing 2-story, 14,028-sf (heated area) bank/office building with a covered drive-through area on the property. The proposed development will add a 3-story 14,609-sf (heated area) building for offices, a parking lot, additional landscaping, and stormwater improvements.

Ms. Grooman thoroughly went chapter by chapter of the LDS and recommended that the Board could find that:

1. The proposed Major Site Plan is consistent with the 2035 Comprehensive Land Use Plan, specifically to Goal 1 to "encourage infill, mixed-use and context sensitive development" and Goal 5 to "promote the growth of existing local businesses."
2. The plan shows general compliance with the ordinance. The site plan has been reviewed by the Town's technical review committee, and the applicant made requested adjustments for this application. The existing stormwater plan for the current site and building, along with the remainder of undisturbed area, can accommodate any adjustments needed for stormwater management requirements.

A deviation from the glazing/window requirements along the side of the building that faces Russ Avenue will go to the Zoning Board of Adjustment, but the building is otherwise compliant, and the window variance question will not impact on the overall site plan.

The project will need to comply with all Building and Fire Code requirements and obtain a letter of approval from the NC DOT demonstrating compliance prior to issuance of the Certificate of Occupancy for a building permit.

3. The plan has infrastructure as required by the ordinance to support the plan as proposed.

Ms. Grooman said the application is compliant for the Major Site Plan with the following conditions:

1. The site plan is contingent upon the successful granting of a variance from the provisions of the Ground Level Glazing requirements of the LDS 5.10.3 by the Zoning Board of Adjustment.
2. A bike rack is required.

Board members clarified the bike rack, the driveway, and windows.

Applicants

Chuck Reece, on behalf of Mountain Credit Union said this location is the world headquarters for the credit union. He stated that the proposed building would serve as offices, where there will be face-to-face member services, such as for mortgages or lending, as well as other administrative functions of the bank. It would also have a training room.

Odell Thompson, Architect said the request for the variance to the window glazing requirements are due to it being a financial institute and needing privacy from the public. Also, he wanted the building façade to match the aesthetics and be structurally sound. He also discussed the traffic impacts. He shared that the only time a traffic impact study by NCDOT is required if the trips per day are over 3000 and by their calculation the number of trips is 633 per day so on is not required. The traffic will utilize the driveway entrance already established and studied as part of the initial driveway permit.

Ms. Hain asked if there were any other questions or comments and closed the public hearing at 6:17 p.m.

A motion was made by board member John Baus, seconded by board member Tommy Rose to approve the Major Site Plan, that it is consistent with the 2035 Comprehensive Land Use Plan and is compliant with the requirements except for the conditions listed and will require DOT approval. The motion passed unanimously.

2. A public hearing to consider a rezoning request for the 4.96-acre parcel located at 38 Hall Top Rd, Waynesville, NC 28786 (PIN 8616-13-3822) from Hall Top Residential Low Density (HT-RL) to Dellwood Residential Medium Density (D-MD) zoning district.

Ms. Hain opened the public hearing at 6:21 p.m.

Land Use Administer, Alex Mumby said the applicant's request is to amend the regulatory zoning map on this property located at 38 Hall Top Road overlooks the multi-tenant shopping center Big Lots, Old Kmart, and Harbor Freight. He explained that the property is a 4.96-acre parcel that has four addressed residential buildings, and some storage sheds. Mr. Mumby said the property is zoned Hall Top Residential Low Density (HT-RL) and the owner wants it rezoned to Dellwood Residential Medium Density (D-MD). Mr. Mumby explained the rezoning would permit multi-family and increase the base density from 6 units per acre to 8 units per acre. The maximum of 12 of units per acre with a Special Use Permit would stay the same.

Mr. Mumby referred to the 2035 comprehensive Plan to show that the property is identified as medium to high density on the future land use map. Mr. Mumby suggested this piece of property would create an

opportunity for development near a major corridor and commercial center, while creating a new option for housing types. Mr. Mumby stated the proposed map amendment is consistent with the Town of Waynesville's 2035 Comprehensive Land Use Plan Goals 1 and Goals 2 of the Comprehensive Plan. He said the rezoning could create opportunities for cluster or multi-family housing and increase the land's value. He noted that it is in a transitional area between the Regional Center District and the Low Density District, is flat, and is at the bottom of Hall Top Road. He also demonstrated how the nearby Dellwood Residential Medium Density District could encompass the property within the same distance from Russ Avenue as other properties of that zoning.

Bobby Funk, of Mills Property Development told the board that his company specializes in affordable housing and has multiple projects throughout North Carolina. They are requesting to rezone the property to allow a multi-family, apartment use. He stated that his company will work on integrating with the existing neighborhood. The actual site plan and elevations would have to be approved as part of a major site plan process. They have reached out to companies for a traffic analysis; they also met with NCDOT to discuss traffic issues and widen the entrance of the development. Mr. Funk said there is a significant need for housing in Waynesville. The project property has access to water and sewer, and is relatively flat. There will not be any commercial activity on the property. He said the sight plan is ready for review. He explained the legal definition for age restriction is allowable and it can be 55 or/and 62 and above but does not limit children that are dependent of the senior.

Public Comment

Vicki Mangieri- Her concerns were about the narrowness of Hall Top Rd, which connects to Mauney Cove Rd. She said there were a lot of senior citizens in the area. No guard rails, she wants to oppose the rezoning of this area.

William Conway- His concerns were the dirt roads up on Hall Top. He also stated he did not like the indecisiveness of developers for the development. There are about 14 hair pin curves along the road, and it just now got speed limit signs 25MPH.

Becky Phillip- said her dad had built her house. She states that everyone has to deal with the narrow roads and there are a number of accidents, especially down by the main intersection. She is worried about the traffic impacts along Phillips Road and said her mailbox had been knocked over seven times. She also noted that the property in questions was created with fill dirt from the expressway and has natural springs that cause landslides.

Nancy Crawford- Her concerns are the landslides and the runoff from that site. She said she had to put in multiple French drains, a sub-pump in the basement, and a generator for when the electric goes out to keep her basement from flooding. She is opposed to this project.

Ms. Hain asked if there were other questions or comments and closed the public hearing at 7:10 p.m.

In the deliberation Ms. Hain explained that the board must consider rezoning a single piece of property then give the recommendation to council. Mr. Mason expressed concern about increasing traffic on the roads, increased strain on the infrastructure, but noted that it could create opportunity for increased tax base, and an increase in housing. Mr. Mason stated that the question is should we or shouldn't we allow

growth. Ms. Hain said that the town has a very well-written Comprehensive Land Use Plain that guides the board to the future. So, it provides a vision for the town, and the ordinances will govern how development occurs. The Board discussed that the property is identified in the future land use map.

A motion was made by board member Tommy Thomas, second by board member Micheal Blackburn to find the rezoning request as being consistent with the 2035 Comprehensive Land Use Plan and is reasonable and in the public interest. The motion passed unanimously.

A motion was made by board member Tommy Thomas, seconded by chair Ginger Hain, to recommend the map amendment for approval by the Town Council. The motion passed unanimously.

C. AJOURN

Ms. Hain adjourned the meeting at 7:54 p.m.

Ginger Hain, Chair

Esther Coulter, Administrative Assistant

DRAFT

Planning Board Staff Report

Meeting Date: March 16, 2026
Subject: Special Use Permit Request: expansion of two existing storage buildings (mini warehouses)
LDS Sections: 3.1.3 Special Use Permit Applications
 3.8.2 Mini-Warehouses
 15.10 Special Use Permits (SUP)
Property Location: 187 W. Marshall St, Waynesville, NC 28786 (PIN 8616-40-9101)
Acreage of the Site: 3.25 ac, per Haywood County GIS
Zoning District: Russ Avenue Regional Center (RA-RC)
Existing Use: Storage buildings constructed in 1989, per Haywood County GIS
Owner: Richland Creek Storage LLC
Authorized Agent: Steve Coffey
Staff Presenter: Olga Grooman, Assistant Development Services Director

Background:

On February 24, 2026, Richland Creek Storage LLC submitted a Special Use Permit (SUP) Application to the Town of Waynesville for the expansion of two existing storage buildings at 187 W. Marshall Street in Waynesville. The property is one of the two parcels associated with the same storage unit business. The second parcel, located to the north of the subject property, contains one storage building. According to the Haywood County GIS, the storage units on the subject property were built in 1989, which predates current ordinances. The upper property contains one storage unit building that was constructed in 1950.

The site is approximately 3.25 ac, with over half of the property already developed with existing buildings or paved areas. The site includes seven (7) buildings, one open shed, and unmarked parking areas. The buildings are all one-story, and their sizes range between 2,080 and 12,305 sf.

The project proposes two expansions to the existing buildings: a 3,300-sf addition to building A and 6,650-sf addition to building B:

Building	Existing Building Area	Proposed Addition	New Building Area
A	1,260 sf	3,300 sf	4,560 sf
B	12,305 sf	6,650 sf	18,955 sf

The new additions to Buildings A and B should yield 75-80 new units, as the application materials state. Both buildings are located within the northern section of the property. The project also proposes 7,820 sf of new impervious pavement around these new additions, as indicated on the site plan.

The site is located within the corporate limits of the Town and has mostly flat topography. Dense tree cover is present along the southwestern to northwestern portions of the property. The northwestern portion of the property is also in the floodplain and is approximately 300 ft from Richland Creek at its closest point. The new additions will be elevated one foot above the flood level to comply with the floodplain requirements.

Per SUP application requirements, the applicant submitted an Environmental Survey (Sheet G.1.2 of the site plan). The survey concludes that no environmentally sensitive areas are present on site, including wetlands, surface waters, streams, etc. The survey also includes soil classification and indicates that soils are moderately well-drained.

Storage units (mini warehouses) are permitted via a Special Use Permit (SUP) in 4 out of 30 Waynesville's base zoning districts and the Railroad Overlay District. They are subject to additional standards, as specified in the Land Development Standards (LDS) Section 3.8.2 Supplemental Use Standards- Industrial- Mini-Warehouses. LDS 17.3 defines this use as follows:

“Mini-Warehouses. A building containing separate enclosed storage spaces of varying sizes leased or rented on an individual basis.”

Surrounding Land Uses:

The property lies within the corporate limits of Waynesville, and it is located in the urban portion of the Town. The site is surrounded by a mix of residential, recreational, and commercial uses. It is adjacent to Mountain Creek Plaza apartment complex to the north, Vance Street Park to the east, residential and offices to the east and southeast, and the Walnut Village shopping center containing retail, restaurant, and professional services to the southwest.

Zoning District:

The subject property lies within Russ Avenue Regional Center district. Per LDS 2.3.7.C, the district is intended to serve as “a gateway to the community... a setting for high-intensity land uses addressing the needs of the Waynesville community and surrounding areas. ... The Russ Avenue Town Center is envisioned as supporting dense development options due to the ample infrastructure in place and the proximity to downtown and the other municipalities in the County. ... The mixture of residential and commercial uses is encouraged. ...”

The property has served the community as a storage-unit rental business for several decades, with the existing buildings constructed prior to current ordinances. The proposed project represents an expansion of this established use rather than the introduction of a new use. The proposed additions would occur within the already developed site that would continue to support local residents and businesses. The operation of this storage-unit rental business and its proposed modest expansion are consistent with the district's intent to accommodate a range of commercial uses within an area served by existing infrastructure.

Consistency with the 2035 Comprehensive Land Use Plan:

The proposed project is also consistent with the following goals of the 2035 Comprehensive Land Use Plan:

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

- Encourage infill, mixed-use and context-sensitive development.

Goal 5: Create opportunities for a sustainable economy.

- Promote the growth of existing local businesses and Waynesville's “maker economy.”

Additionally, the property is designated as “Mixed-Use- Community” on the Future Land Use Map within the Comp. Plan. This designation is compatible with the existing storage-unit business, which has served the community for many decades.

Zoning Compliance:LDS 2.4.2- Dimensional Standards for RA-RC District:

- The district does not have minimum lot size, lot width or pervious surface requirements.
- Minimum setbacks required: front- 0 ft; side setback from adjacent lot- 10 ft; rear- 6 ft, and setback between buildings is 6 ft. The project is compliant.
- Maximum height permitted is 4-5 stories. The proposed additions are one-story with building heights ranging between 8.5 ft and 10 ft.

LDS 2.5.3- Table of Permitted Uses:

Mini-warehouses are permitted via a SUP in RA-RC district.

LDS 3.8.2- Supplemental Standards:

Mini-warehouses are subject to additional standards, pertaining to RA-RC district:

- “Lighting must be deflected, shaded and focused away from any adjoining residentially zoned property. “No new lighting is proposed. A detailed lighting plan will be required for any new on-site lighting (LDS Chapter 11).
- “It shall be unlawful for any owner, operator or lessee of any self-storage warehouse or portion thereof to offer for sale, or to sell any item of personal property or to conduct any type of commercial activity of any kind whatsoever other than leasing of the storage units.”
- “No portion of any self-storage warehouse shall be used, on a temporary or permanent basis, as a dwelling.”
- “Repair of stored items is not permitted on the self-storage warehouse property.”
- “No outside storage shall be permitted except the storage of recreational vehicles.”

LDS 5.11- Industrial Building Design Guidelines:

- Per LDS 5.5.7, “Industrial buildings are expected to be utilitarian in design to accommodate a wide range of internal activities that range from heavy machinery to storage.”
- Per LDS 5.11.1-Façade Materials- “Industrial building walls shall be predominately brick, stucco, decorative concrete block, or EIFS. Vinyl or metal sheeting and regular concrete block is prohibited on the front elevations and any side elevations within twenty (20) feet of the front elevation” The proposed building expansions are located at the rear of the property and will not have façades facing a public street. The proposed material for the new additions is metal siding. Because the expansions are located more than 20 ft from the front elevation and do not face a public street (W. Marshall St), this material is permitted under the ordinance.

LDS 6- Infrastructure Standards:

The project will not create new streets or driveways.

LDS 7- Civic Space:

Non-residential developments are exempt from civic space requirements per LDS 7.3.2.C.

LDS 8- Landscaping:

- Per LDS 8.2.1, building expansions that are less than 50% of the existing floor area are only required to bring the expansion areas into compliance with the landscaping and screening standards. The total floor area of the existing buildings on site is 27,340 square feet. The proposed additions total 9,950 square feet, representing a 36.4% expansion of the existing floor area. Therefore, the screening requirements will only apply to the northern, western, and southern portions of the property where the building expansions are proposed.
- No buffer is required along the norther portion of the property where the expansion is proposed because adjacent properties lie within the same zoning district- RA-RC- to the north (LDS 8.4.1).
- Type A buffer is required along the western, and southern portions of the property (LDS 8.4.1). The project is compliant, as a dense buffer of existing trees and shrubs is present along these portions of the site and will be preserved.

LDS 9.2 Required Parking Standards:

There are no minimum parking requirements for mini warehouses (LDS 9.2.1). The project does not offer any additional parking.

LDS 12- Environmental:

- The project has submitted an Environmental Survey that indicates no environmentally sensitive areas on site.
- The property is partially in the floodplain.
- Soils on site have moderate infiltration rate.
- The project is exempt from the Stormwater Ordinance requirements as it is a redevelopment of the existing site, which disturbs less than an acre and creates less than 24,000 sf of new impervious surface.

Special Use Permit Review Process (LDS 3.1.3 and 15.10):

Per LDS 3.1.3.B-C:

- “All Special Uses shall at a minimum meet the standards for the land development district in which they are located and the specific standards set forth in this article for that use.” As stated above, the projects is compliant with zoning.
- “Individual consideration of the use may also call for the imposition of individualized conditions in order to ensure that the use is appropriate at a particular location and to ensure protection of the public health, safety and welfare.” Staff recommend that the applicant obtain permission from the Railroad to confirm the location and limits of the railroad right-of-way and to ensure that construction of the proposed additions within or near the right-of-way is allowed.

Special Use Permit is a **quasi-judicial review**. In addition to determining that the application meets all other ordinance requirements, there are six (6) specific findings of facts related to Special Use Permits (LDS 15.10.2.E). Staff provides the following comments regarding the findings of facts that the Planning Board must consider in order to approve, approve with conditions, or deny the Special Use Permit request.

- 11
- 1. The proposed special use conforms to the character of the neighborhood, considering the location, type and height of buildings or structures and the type and extent of landscaping on the site.**

In the application materials, the applicant explains that “The proposed project is to add additions to the rear 2 of 8 existing storage, which face the south side of West Marshall Ave. Neither of the expansions will be visible from the street. Thus, the character, height, color of the street scape will not be changed. The landscaping was upgraded when the original structures were constructed, the front street elevations and entry will not be changed.”

Additionally, the project will preserve the existing dense vegetation along the northern, western, and southern portions of the property that will continue to serve as a screening buffer between the new expansions and adjacent properties.

- 2. Adequate measures shall be taken to provide ingress and egress so designed as to minimize traffic hazards and to minimize traffic congestion on the public roads.**

The applicant states, “The existing 20’-0” wide entry will remain unchanged. The entry point has an 8’-0” painted CMU masonry wall flanking each side of the entry. Patrons to the storage units traditionally visit the facility at all hours of the day and evening. There is not a rush period which would adversely affect the traffic on West Marshall.”

The proposed expansion will not alter the existing driveway, road (W. Marshall St.), or traffic pattern. In addition, the LDS do not require minimum parking for this type of use, further confirming that the project will not create parking or traffic concerns.

- 3. Adequate utilities (water, sewer, drainage, electric, etc.) are available for the proposed use.**

The applicant explains, “The additions will not have toilets or other water-consuming elements. Additional power drops will be needed. The overhead power lines at West Marshall provide access to those needs. The building is within the 100-year floodplain. The floodplain elevation and the existing finished floor elevation of Buildings “A” and “B” are at 2617. The new additions will comply with current codes by having a finished floor elevation 1’-0” above the floodplain elevation, or 2618.”

The site is served by the Town power. Although not needed for this expansion, the site has access to municipal water and sewer services on site.

- 4. The proposed use shall not be noxious or offensive by reason of vibration, noise, odor, dust, smoke or gas.**

The application materials state that “The additions will be uninhabited. The only operable equipment will be air handling equipment comparable to normal commercial installations. No hazardous nor toxic material will be stored at this facility.”

The property is surrounded by a mix of residential, commercial and recreational uses, and has been serving the needs of the residents for decades.

- 5. The establishment of the proposed use shall not impede the orderly development and improvement of surrounding property for uses permitted within the land development district.**

The applicant explains that “The additions are to the rear of the property and are not visible from the street. A railroad track borders the entire west property line, and the south property line abuts the rear delivery area of a strip commercial development elevated approximately 30’ above the grade of the new additions. This development will not have an adverse impact on surrounding property development.”

More than half of the property is already developed. The expansion will stay within the same site and reflects the demand for this type of business.

6. The establishment, maintenance or operation of the proposed use shall not be detrimental to or endanger the public health, safety or general welfare.

The application materials state, “The surrounding community is primarily storage facilities to the east and west sides of this site. The north side of the street is a public park with limited parking serving the tennis courts, located more than a block away from this development entry. The volume of traffic is very limited and scattered throughout the day. This will not endanger public safety.”

Development Services have not received any complaints on the operation of this business, and there are no current zoning or building code violations on file.

Public Notices:

Staff duly advertised this hearing by:

- Posting the property on March 2, 2026;
- Mailing notices to adjacent property owners within 500 ft on March 2, 2026;
- Publishing advertisements in the *Mountaineer* newspaper for two (2) consecutive weeks on March 4 and March 11, 2026;
- Submitting the notice to local media and posting it on the Town’s bulletin board on March 4, 2026;

Suggested Motions:

1. Motion to adopt Findings of Fact.
2. Motion to approve / approve with conditions / or deny Special Use Permit.

Staff recommend the following condition of approval:

- The applicant shall obtain permission from the Railroad to confirm the location and limits of the railroad right-of-way and to ensure that construction of the proposed additions within or near the right-of-way is allowed.

Attachments Submitted as Evidence:

- Staff Report
- Application materials: SUP Application Form, site plan, building elevations, environmental survey, additional narrative, Agent Authorization Form, payment
- Maps: property, zoning, floodplain, street view
- Public notices
- Town of Waynesville LDS, NC Building and Fire Codes, and NC GS 160D by reference



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Development Services Department
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9 South Main Street, Suite 110
Waynesville, NC 28786
Phone (828) 456-8647 • Fax (828) 452-1492
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APPLICATION FOR SPECIAL USE PERMIT

DESCRIPTION

NAME OF PROJECT: Richland Creek Storage
PROPERTY OWNER(S) OF RECORD: Richland Creek Storage, LLC
PARENT PARCEL IDENTIFICATION NUMBER(S): 8616409101
PROPERTY LOCATION: 187 W Marshall St. Waynesville, NC
ZONING: RA-RC
LAND USE AT TIME OF APPLICATION: Self Storage
APPLICANT (IF DIFFERENT FROM OWNER):
Note: Authorization to apply form must be submitted with the application if applicant is different from owner.
MAILING ADDRESS: 7680 Silverwood Ct. Lakewood Ranch, FL 34202
PHONE NUMBER: 443-670-6199
RELATIONSHIP TO PROPERTY OWNER: Owner
NUMBER OF UNITS DENSITY: 280
REGISTERED LAND SURVEYOR/DRAWING NUMBER: L. Kevin Ensley L-2905

Table with 2 columns: Application Completeness (See LDS Section 15.10 and 15.4) and (YES/NO). Rows include Environmental Survey, Floodplain (SFHA), Steep Slope, Wetlands, Natural Features, Master Plan, Civic Space, Town Standard Streets, Driveway Locations, Utility Plan, and Pervious/Impervious Ratio.

SIGNATURE OF APPLICANT:

[Handwritten signature]

DATE: 2/24/26

**AUTHORIZATION FOR AGENT TO
APPEAR BEFORE WAYNESVILLE PLANNING BOARD,
ZONING BOARD OF ADJUSTMENT, OR TOWN COUNCIL**

The undersigned Owner or Party with a contract or option to purchase that real property located at 187 W Marshall St in Waynesville or the ETJ area of Waynesville, North Carolina, has submitted an application which is to be heard in a proceeding by Board(s) of the Town of Waynesville, North Carolina. I hereby authorize the following named individual to present my application and case, as my agent at such hearings.

Name of Authorized Agent: Steve Coffey
Title and Company: Architect - Coffey Design Group
Address: 226 Stuart Cir, Lake Junaluska, NC 28745
Phone and email: 314-604-5056

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

This the 26 day of February, 2026.

Owner or Party with Contractual Interest in Property:

Daniel Meteyer



Address and phone number:

7680 Silverwood Ct. Lakewood Ranch, FL 34202

443-670-6199

TOTAL AREA 3.25 A (141,570SF)

TOTAL BUILDING AREA	EXISTING	NEW ADDITIONS
BLDG A =	1,260 SF	3,300 SF
BLDG B =	12,305 SF	6,650 SF
BLDG C =	5,025 SF	
BLDG D =	2,080 SF	
BLDG E =	2,080 SF	
BLDG F =	2,140 SF	
BLDG G =	2,450 SF	
TOTALS	27,340 SF	9,950 SF = 37,290 SF

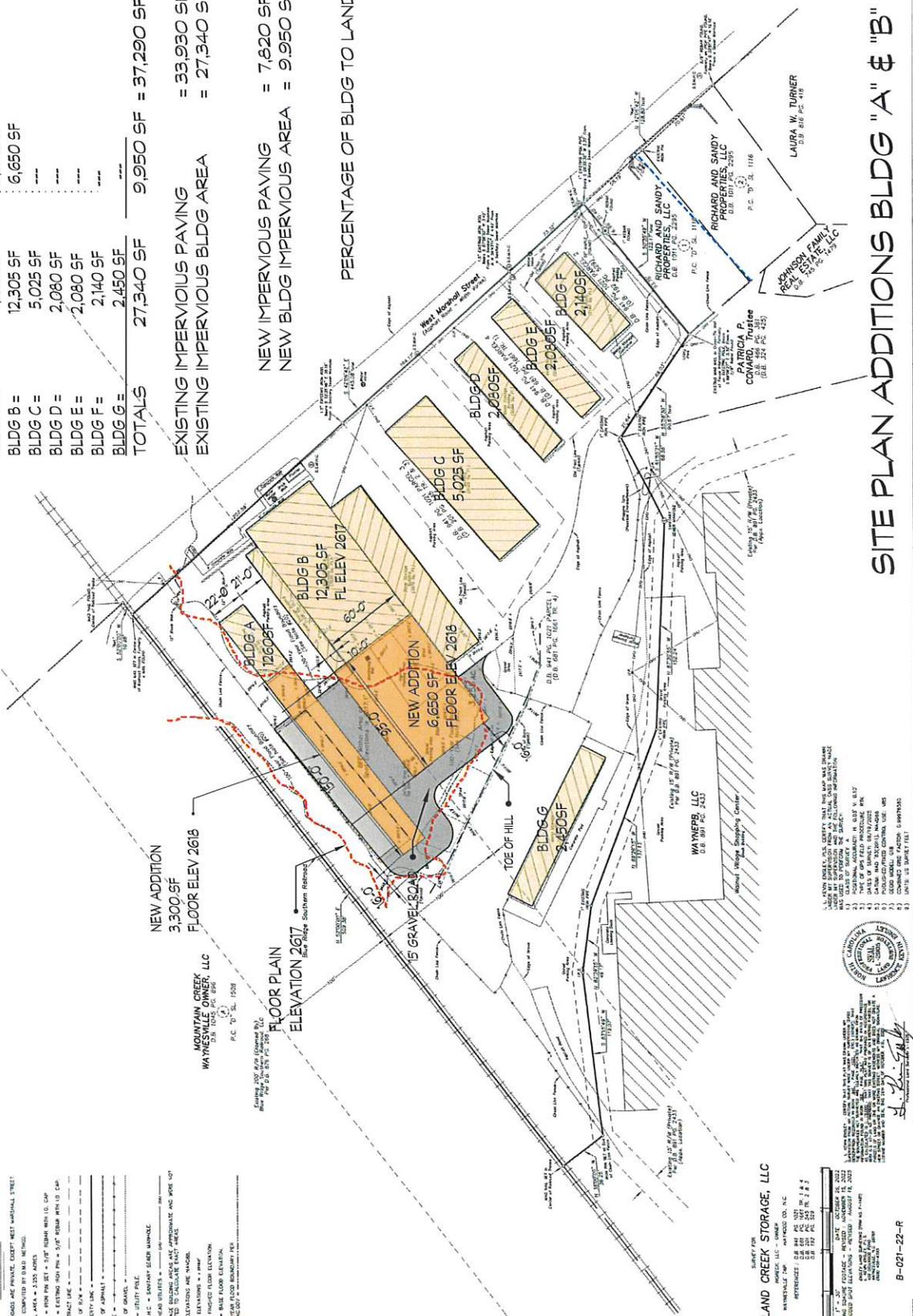
EXISTING IMPERVIOUS PAVING = 33,930 SF
 EXISTING IMPERVIOUS BLDG AREA = 27,340 SF

NEW IMPERVIOUS PAVING = 7,820 SF
 NEW BLDG IMPERVIOUS AREA = 9,950 SF

PERCENTAGE OF BLDG TO LAND = 26%

FLOOD ELEVATIONS
 FINISH FLOOR ELEVATION BLDG "A" & "B" = 2617' +
 2617
 100 YR FLOODPLAIN = 2618'
 CODE REQUIREMENT 1'-0" ABOVE FLOODPLAIN = 2618'

- 1. ALL BLDGS ARE PRIVATE, EXCEPT WEST MARSHALL STREET
- 2. AREA COMPUTED BY DEED METHOD
- 3. 1" = 100' HORIZONTAL SCALE
- 4. 1" = 10' VERTICAL SCALE
- 5. 1" = 10' HORIZONTAL SCALE
- 6. 1" = 10' VERTICAL SCALE
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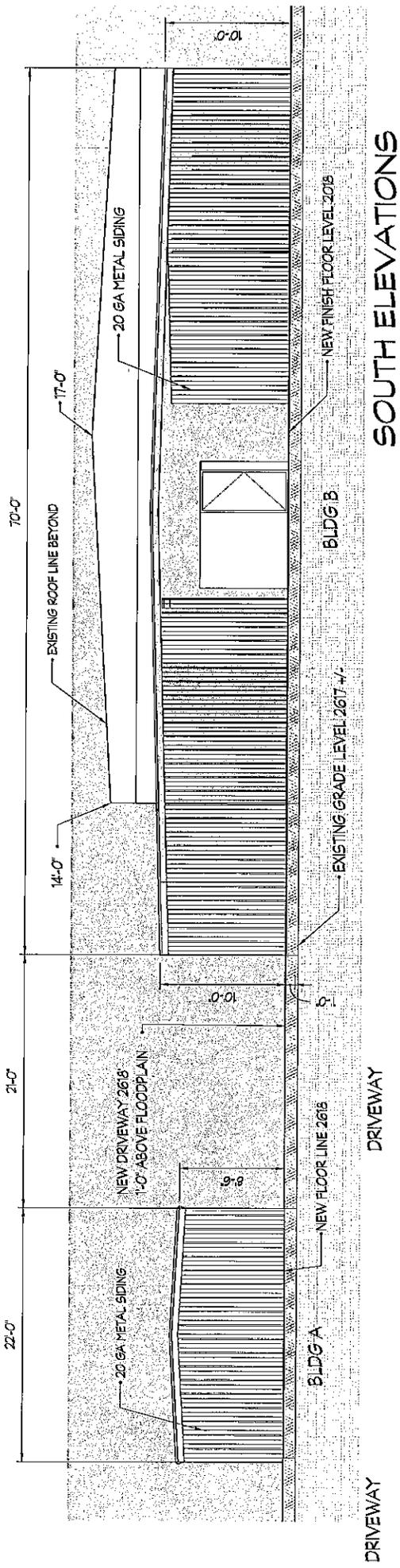
LAURA W. TURNER
 P.E. 10000
 STATE OF NORTH CAROLINA

DATE: OCTOBER 16, 2025
 SCALE: 1" = 100'
 SHEET: 1 OF 1
 PROJECT: RICHLAND CREEK STORAGE ADDITION
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 APPROVED BY: [Name]

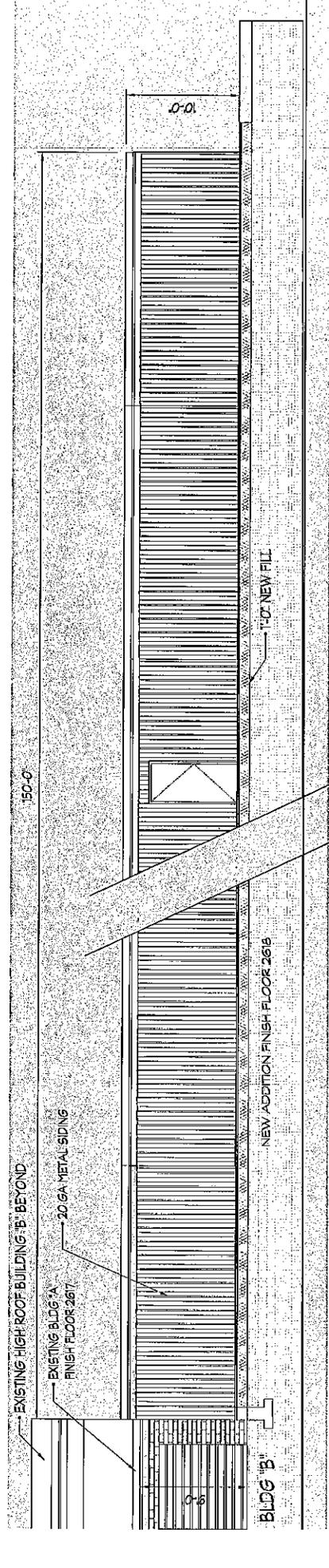
SITE PLAN ADDITIONS BLDG "A" & "B"

RICHLAND CREEK STORAGE ADDITION SITE PLAN
 187 WEST MARSHALL STREET
 WAYNESVILLE, NC

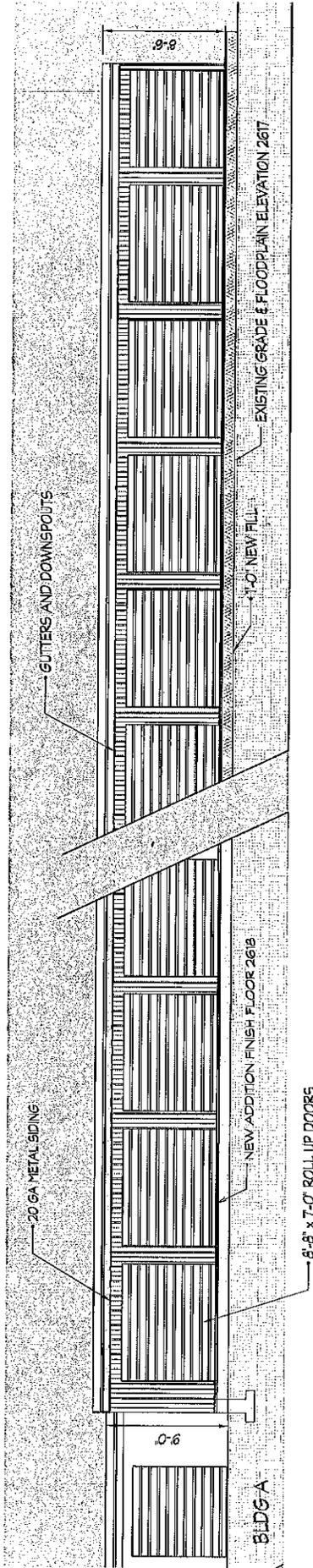
B-021-22-R



SOUTH ELEVATIONS



WEST ELEVATION BLDG "B"



WEST ELEVATION BLDG "A"

17

A3

FEB 25, 2026

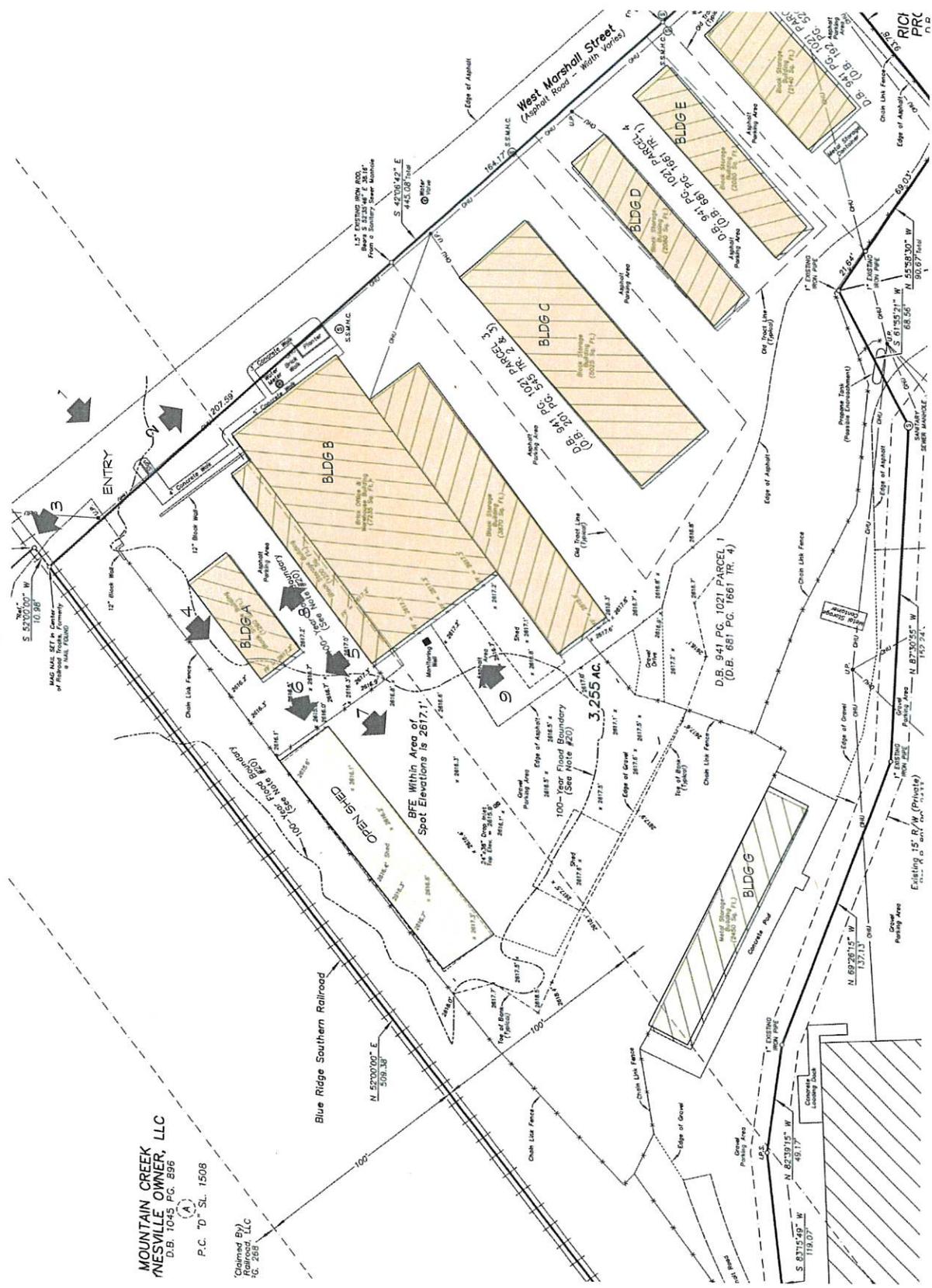
RICHLAND CREEK STORAGE ADDITION SITE PLAN
 187 WEST MARSHALL STREET
 WAYNESVILLE, NC

COFFEY DESIGN GROUP - ARCHITECTS
 S.COFFEY@COFFEYDESIGNGROUP.COM
 314-604-5056

RICHLAND CREEK STORAGE ADDITION SITE PLAN

187 WEST MARSHALL STREET
WAYNESVILLE, NC

PHOTOGRAPHS OF EXISTING CONTEXT ①



MOUNTAIN CREEK
WAYNESVILLE OWNER, LLC
D.B. 1045 P.G. 896
P.C. D. SL. 1508

(Claimed By)
Railroad, LLC
16, 285

COFFEY DESIGN GROUP - ARCHITECTS
SCOFFEY@COFFEYDESIGNGROUP.COM
314-604-5056

RICHLAND CREEK STORAGE ADDITION SITE PLAN
187 WEST MARSHALL STREET
WAYNESVILLE, NC

RICHLAND CREEK STORAGE ADDITION SITE PLAN

187 WEST MARSHALL STREET
WAYNESVILLE, NC

COFFEY DESIGN GROUP - ARCHITECTS
SCOFFEY@COFFEYDESIGNGROUP.COM
314-604-5056



PHOTO 1 - MAIN ENTRY 20' WIDE



PHOTO 2 - LOOKING WEST ON MARSHALL AVE

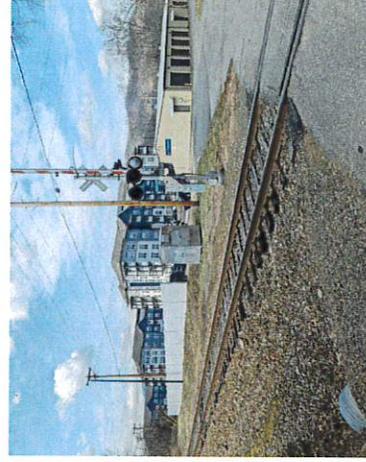


PHOTO 3 - LOOKING SOUTHWEST



PHOTO 4 - LOOKING SOUTH BLDG A ON LEFT



PHOTO 5 - LOOKING WEST - BLDG A ON RIGHT



PHOTO 6 - LOOKING SOUTH @ OPEN SHED



PHOTO 7 - LOOKING SOUTH INTO OPEN FIELD



PHOTO 8 - LOOKING NORTH BLDG A ON LEFT



PHOTO 9 - SOUTH ELEVATION - BLDG B

FINDING OF FACT

1. CONTEXT

THE PROPOSED PROJECT IS TO ADD ADDITIONS TO THE REAR 2 OF 8 EXISTING STORAGE, WHICH FACE THE SOUTH SIDE OF WEST MARSHALL AVE. NEITHER OF THE EXPANSIONS WILL BE VISIBLE FROM THE STREET. THUS, THE CHARACTER, HEIGHT, COLOR OF THE STREET SCAPE WILL NOT BE CHANGED. THE LANDSCAPING WAS UP GRADED WHEN THE ORIGINAL STRUCTURES WERE CONSTRUCTED, THE FRONT STREET ELEVATIONS AND ENTRY WILL NOT BE CHANGED.

2. ACCESS TO PUBLIC STREET

THE EXISTING 20'-0" WIDE ENTRY WILL REMAIN UNCHANGED. THE ENTRY POINT HAS A 8'-0" PAINTED CMU MASONRY WALL FLANKING EACH SIDE OF ENTRY. PATRONS TO THE STORAGE UNITS TRADITIONALLY VISIT THE FACILITY AT ALL HOURS FOR THE DAY AND EVENING. THERE IS NOT A RUSH PERIOD WHICH WOULD ADVERSLY EFFECT THE TRAFFIC ON WEST MARSHALL.

3. ADEQUATE UTILITIES

THE ADDITIONS WILL NOT HAVE TOILETS OR OTHER WATER CONSUMING ELEMENTS. ADDITIONAL POWER DROPS WILL BE NEEDED. THE OVERHEAD POWER LINES ON WEST MARSHALL PROVIDE ACCESS TO THOSE NEEDS. THE BUILDING IS WITHIN THE 100 YEAR FLOOD PLAIN. THE FLOODPLAIN ELEVATION AND THE EXISTING FINISH FLOOR ELEVATION OF BUILDINGS "A" & "B" ARE AT 2617. THE NEW ADDITIONS WILL COMPLY WITH CURRENT CODES BY HAVING A FINISH FLOOR ELEVATION 1'-0" ABOVE FLOOD PLAIN ELEVATION OR 2618.

4. NOXIOUS ENVIRONMENT

THE ADDITIONS WILL BE UNINHABITED. THE ONLY OPERABLE EQUIPEMENT WILL BE AIR HANDELING EQUIPMENT COMPARIBLE TO NORMAL COMMERCIAL INSTALLATIONS. NO HAZARDOUS NOR TOXIC MATERIAL WILL BE STORED AT THIS FACILITY.

5. RETARD ADJACENT DEVELOPMENT

THE ADDITIONS ARE TO THE REAR OF THE PROPERTY NOT VISIBLE TO THE STREET. A RAILROAD TRACK BORDERS THE ENTIRE WEST PROPERTY AND THE SOUTH PROPERTY LINE ABUTS THE REAR DELIVERY FOR A STRIP COMMERCIAL DEVELOPMENT ELEVATED 30 +/- ABOVE THE GRADE OF NEW ADDITIONS. THIS DEVELOPMENT WILL NOT HAVE AN ADVERSE EMPACT FOR SURROUNDING PROPERTY DEVELOPMENT.

6. ENDANGER PUBLIC SAFETY

THE SURROUNDING COMMUNITY IS PRIMARILY STORAGE FACILITIES TO THE EAST AND WEST SIDES OF THIS SITE. THE NORTH SIDE OF THE STREET IS A PUBLIC PARK WITH LIMITED PARKING SERVING THE TENNIS COURTS LOCATED MORE THAN A BLOCK AWAY FROM THIS DEVELOPMENT ENTRY. THE VOLUME OF TRAFFIC IS VERY LIMITED AND SCATTERED THROUGH THE DAY. THIS WILL NOT ENDANGER PUBLIC SAFETY.



NEIGHBORHOOD LOCATION MAP



20

RICHLAND CREEK STORAGE ADDITION SITE PLAN

187 WEST MARSHALL STREET
WAYNESVILLE, NC

A6

FEB 25, 2026

From: [Steve Coffey](#)
To: [Olga Grooman](#)
Cc: [Dan Meteyer](#); [Steven Eshkenazi](#)
Subject: Richland Storage Units
Date: Sunday, March 1, 2026 8:55:05 PM
Attachments: [26-02-25 Richland Special Use Permit Application.pdf](#)

Olga,

See revised plans with heights of existing storage units and the listing of pervious and non-pervious areas prior to this project expansion.

I will be receiving a listing of new units which will be added in this phase later Monday, which I will pass along to you.

I believe there are around 75-85 units in Buildings A and B. The new additions to Buildings A & B should yield another 75-80 units.

I think these were the only additional items you wanted. If you need anything else please let me know.

Thanks

J. Steven Coffey - Architect
Coffey Design Group LLC
314-604-5056

PAYMENT SUMMARY RECEIPT

TOWN OF WAYNESVILLE
16 S MAIN ST

DATE: 02/26/26 CUSTOMER#:
TIME: 10:42:39
CLERK: 2044ecou

RECPT#: 3300500 PREV BAL: 200.00
TP/YR: P/2026 AMT PAID: 200.00
BILL: 3300500 ADJSTMNT: .00
EFF DT: 02/26/26 BAL DUE: .00

Misc Cash Receipts

-----TOTALS-----

PRINCIPAL PAID: 200.00
INTEREST PAID: .00
ADJUSTMENTS: .00
DISC TAKEN: .00

AMT TENDERED: 200.00
AMT APPLIED: 200.00
CHANGE: .00

PAID BY: Coffey Design SUP
PAYMENT METH: CHECK
PAYMENT REF: 1142

TOT PREV BAL DUE: 200.00
TOT BAL DUE NOW : .00

Report For

RICHLAND CREEK STORAGE LLC A NC LLC
176 MINE LAKE CT # 100
RALEIGH, NC 27615-6417

Account Information

PIN: 8616-40-9101
Deed: 1078/1679

CABD/2134
1069/1630

Site Information

WAREHOUSE MINI, WAREHOUSE MINI, WAI
Commercial Use, Commercial Use, Commercial
187 W MARSHALL ST WAYNESVILLE NC 287

Heated Area: 0
Year Built: 1989
Total Acreage: 3.255
Township: Town of Waynesville

Site Value Information

Land Value: \$631,500
Building Value: \$605,700
Market Value: \$1,237,200
Deferred Value: \$0
Assessed Value: \$1,237,200
Sale Price: \$2,700,000
Sale Date: 12/29/2022
Tax Bill 1: \$6,804
Tax Bill 2: \$6,804



1 inch = 100 feet
March 2, 2026

23

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

Report For

RICHLAND CREEK STORAGE LLC AN C LLC
176 MINE LAKE CT # 100
RALEIGH, NC 27615-6417

Account Information

PIN: 8616-40-9101
Deed: 1078/1679

CABD/2134
1069/1630

Site Information

WAREHOUSE MINI, WAREHOUSE MINI, WAI
Commercial Use, Commercial Use, Commercial
187 W MARSHALL ST WAYNESVILLE NC 287

Heated Area: 0
Year Built: 1989
Total Acreage: 3.25
Township: Town of Waynesville

Site Value Information

Land Value:
Building Value:
Market Value:
Deferred Value:
Assessed Value:
Sale Price: 12/30/2022
Sale Date:
Tax Bill 1:
Tax Bill 2:



24

1 inch = 100 feet
March 11, 2026

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

Report For

RICHLAND CREEK STORAGE LLC ANC LLC
176 MINE LAKE CT # 100
RALEIGH, NC 27615-6417

Account Information

PIN: 8616-40-9101
Deed: 1078/1679

CABD/2134
1069/1630

Site Information

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Sale Price:
Sale Date: 12/30/2022
Tax Bill 1:
Tax Bill 2:



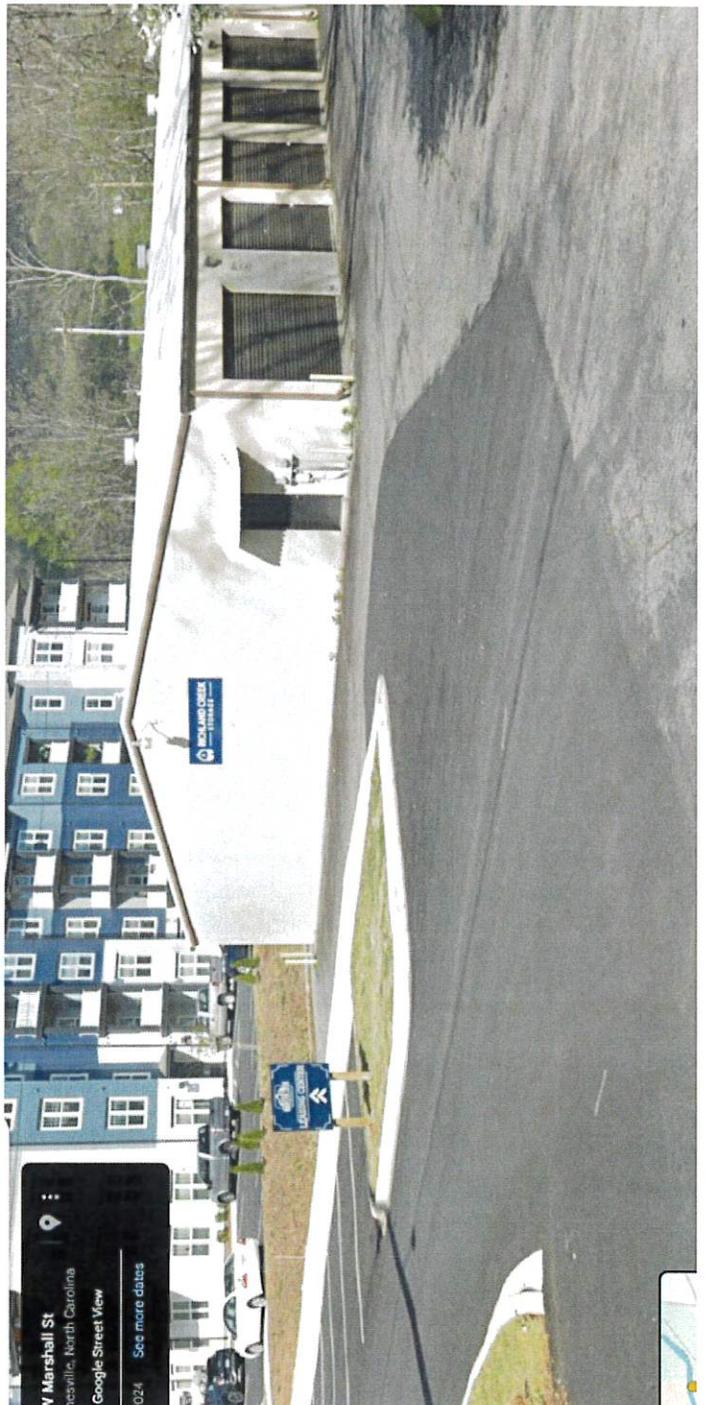
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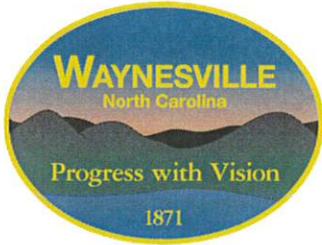
1 inch = 100 feet
March 11, 2026

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TOWN OF WAYNESVILLE

Development Services Department

PO Box 100

9 South Main Street

Waynesville, NC 28786

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

www.waynesvillenc.gov

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FOR PUBLICATION IN THE MOUNTAINEER: March 4 and March 11 (Wednesday) editions

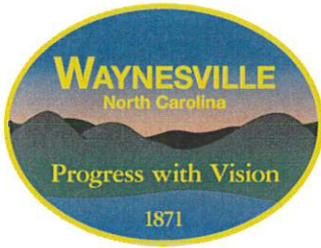
Date: February 26, 2026

Contact: Olga Grooman, (828) 356-1172

Notice of Public Hearing for a Special Use Permit Request Waynesville Planning Board

The Town of Waynesville Planning Board will hold a public hearing on Monday, March 16, 2026, at 5:30 p.m. in the Town Hall Board Room, located at 9 South Main Street, Waynesville, NC, to consider a Special Use Permit request for the expansion of two existing storage buildings located at 187 W. Marshall St., Waynesville, NC 28786 (PIN 8616-40-9101).

For more information contact the Development Services Department at: (828) 356-1172, email: ogrooman@waynesvillenc.gov, mail: 9 South Main Street, Suite 110, Waynesville, NC 28786.



TOWN OF WAYNESVILLE

Development Services Department

PO Box 100

9 South Main Street

Waynesville, NC 28786

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

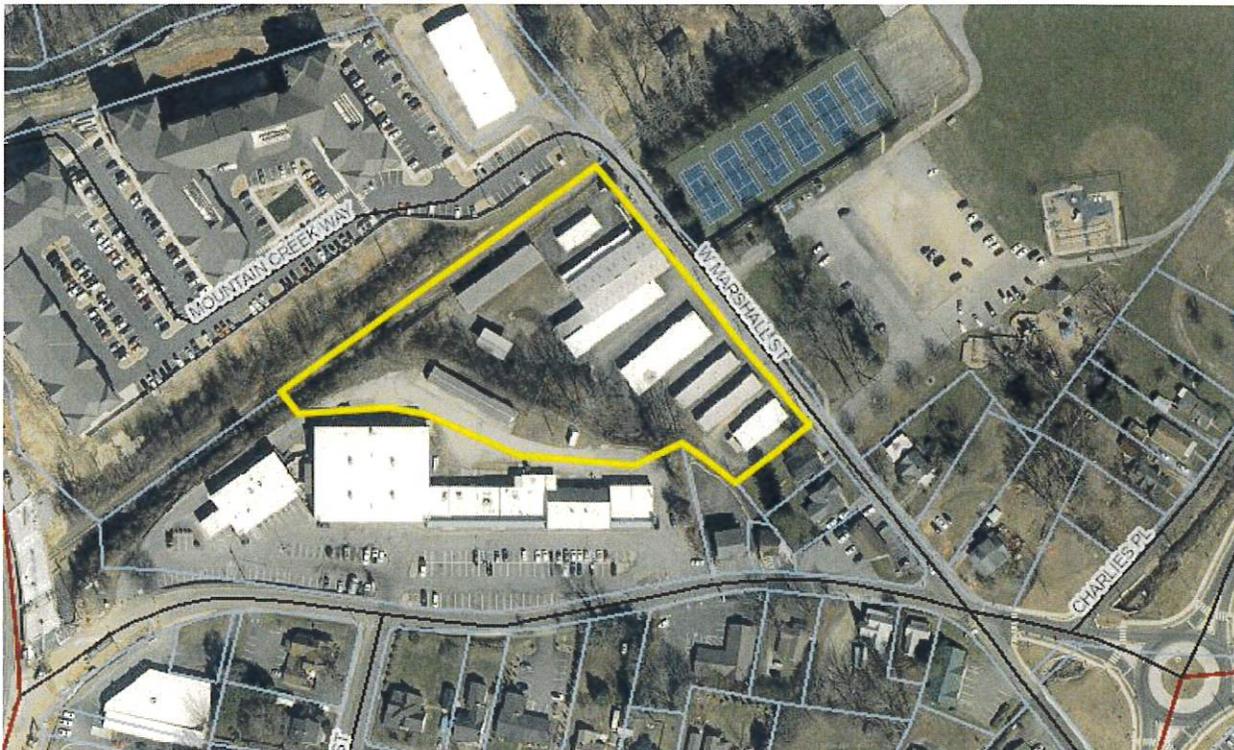
www.waynesvillenc.gov

30

March 2, 2026

Notice of Public Hearing Special Use Permit Request Waynesville Planning Board

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Questions related to the hearing itself should be directed to the Waynesville Development Services Department, (828) 356-1172, ogrooman@waynesvillenc.gov.

RICHLAND CREEK STORAGE LLC A NC
LLC
176 MINE LAKE CT # 100
RALEIGH, NC 27615

MOUNTAIN CREEK WAYNESVILLE OWNER LLC A
DE LLC
100 PEACHTREE ST NW STE 1400
ATLANTA, GA 30303

WAYNESVILLE TOWN OF
PO BOX C 100
WAYNESVILLE, NC 28786

31

HOWARD, JOHN R/TR
J R HOWARD REVOCABLE TRUST
6612 SPRING GARDEN DR
WILMINGTON, NC 28403

PENDLEY, KIMBERLY S/TR
PENDLEY, JAMES RONALD/TR
145 SHACKFORD ST
WAYNESVILLE, NC 28786

SPENCER, FREDERICK R SR
SPENCER, JACKIE T
PO BOX 202
LK JUNALUSKA, NC 28745

GREENE, JERRY LEON
GRIGNON, KAREN RIENERTH
175 BUFFALO LN
APT A
WAYNESVILLE, NC 28786

CLAYTON COMMERCIAL PROPERTIES L
PO BOX 15084
ASHEVILLE, NC 28813

R & L REAL ESTATE HOLDING LLC A VA LLC
5782 AMELIA SPRINGS CIR
HAYMARKET, VA 20169

SYSTEMS BUILT DEVELOPMENT LLC
96 WAYNEWOOD DR
WAYNESVILLE, NC 28786

WAYNEPB LLC A NC LLC
PO BOX 295
ARDEN, NC 28704

GOUGH, BERNICE COWAN
171 WAIGHTSTILL DR
ARDEN, NC 28704

WILLIS, RYAN
WILLIS, EMILY
82 W MARSHALL ST
WAYNESVILLE, NC 28786

EVANS, NANCY
110 DABNEY RD
CARY, NC 27511

BEASLEY, KEITH ALLEN
45 CHARLIES PL
WAYNESVILLE, NC

PARRIS, CLAUDIA
49 CHARLIES PL
WAYNESVILLE, NC 28786

LOWE, RODNEY DEWAYNE
59 CHARLIES PL
WAYNESVILLE, NC 28786

ADAIR, BENJAMIN CURTIS
ADAIR, DEBRA
123 W MARSHALL ST
WAYNESVILLE, NC 28786

RICHARD AND SANDY PROPERTIES LLC A NC LLC
305 PINEY MOUNTAIN DR
UNIT G3
ASHEVILLE, NC 28805

WILLIAMSON, BARBARA HOWELL
TURNER, LAURA W
67 HIGHLAND RD
WAYNESVILLE, NC 28786

DEORNELLAS, KATHY
419 WALNUT ST
WAYNESVILLE, NC 28786

CONARD, PATRICIA P/TR
877 JONES COVE RD
CLYDE, NC 28721

NC DEPARTMENT OF TRANSPORTATION
1546 MAIL SERVICE CTR
RALEIGH, NC 27699

ROBERT FORGA TRUST
C/O FIRST CITIZENS BANK TSA CLN 13
PO BOX 29522
RALEIGH, NC 27626

BURNETTE, RUFUS (HEIRS)
C/O ERNESTINE BURNETTE
462 WALNUT ST
WAYNESVILLE, NC 28786

BROWN BEAR CAPITAL FUND LLC A DE LLC
PO BOX 1885
CLYDE, NC 28721

DIANTHUS MANAGEMENT LLC
45 WEST MARSHALL ST
WAYNESVILLE, NC 28786

MAJEBE, MARY CISSY/TR
MARY CISSY MAJEBE REVOCABLE TRUST
369 MONTFORD AVE
ASHEVILLE, NC 28801

RAVISANGAR, VISHNU
ESCAMILLA, TESSLYNN
72 MAPLE ST
WAYNESVILLE, NC 28786

MOORE, DENISE KELLER
420 WALNUT ST
WAYNESVILLE, NC 28786

REECE, JOEL KEITH
108 MAPLE ST
WAYNESVILLE, NC 28786

VISION QUEST PROPERTIES LLC
PO BOX 577
SYLVA, NC 28779

FINCH, COLBY
FINCH, ASHLEY HOPE
118 MAPLE ST
WAYNESVILLE, NC 28786

BARRETT, KEITHA LYN
130 MAPLE ST
WAYNESVILLE, NC 28786

ES&H PROPERTIES LLC
147 MAPLE ST
WAYNESVILLE, NC 28786

EZELL, EDWIN DONALD
EZELL, SHIRLEY B
162 MAPLE ST
WAYNESVILLE, NC 28786

DRAGONFLY4 LLC A NC LLC
98 HIGH ST
WAYNESVILLE, NC 28786

ARC OF HAYWOOD COUNTY INC
407 WELCH ST
WAYNESVILLE, NC 28786

QUEEN, JOYCE CALDWELL
125 MAPLE ST
WAYNESVILLE, NC 28786

WALLS, SHARON TRAMMELL
147 MAPLE ST
WAYNESVILLE, NC 28786

TREBIG WOODLAWN PROPERTIES LLC
43 FARNHAM PL
METAIRIE, LA 70005

DITTMER, DONALD R
DITTMER, AMY F
63 CHERRY ST
WAYNESVILLE, NC 28786

HAGAN-MCCRACKEN FARMS LLC A GA
1249 MOUTH OF THE CREEK RD
SYLVANIA, GA 30467

FINNEY, SHIRLEY HILL
668 BIG BRANCH RD
CLYDE, NC 28721

CAROLINA MORANCE INC
PO BOX 18135
ASHEVILLE, NC 28814

FIRST CITIZENS BANK-799
WAYNESVILLE NO 799
PO BOX 27131
RALEIGH, NC 27611

OVERBAY, STACY H
110 HOOSIER CT
LAKE JUNALUSKA, NC 28745

BISHOP, JACK C III
BISHOP, GRACE
209 WALNUT ST
WAYNESVILLE, NC 28786

HILL, WENDY
MALEK, SHEREEN
PO BOX 1164
WAYNESVILLE, NC 28786

MOORE, DENISE KELLER
420 WALNUT ST
WAYNESVILLE, NC 28786

RAVISANGAR, VISHNU
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45 WEST MARSHALL ST
WAYNESVILLE, NC 28786

MAJEBE, MARY CISSY/TR
MARY CISSY MAJEBE REVOCABLE TRUST
369 MONTFORD AVE
ASHEVILLE, NC 28801



THE TOWN OF WAYNESVILLE
PLANNING BOARD
WILL HOLD A PUBLIC HEARING
ON MARCH 16, 2026, AT 5:30 P.M.
IN THE TOWN HALL BOARD ROOM
AT 9 SOUTH MAIN ST.
TO CONSIDER
A SPECIAL USE PERMIT REQUEST
CONTACT THE DEVELOPMENT SERVICES DEPARTMENT
T: 828-456-8647

RICHLAND CREEK
STORAGE

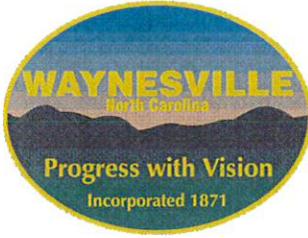


From: [Candace Poolton](#)
To: [Media Contacts](#)
Subject: Notice of Public Hearing for a Special Use Permit Request-Waynesville Planning Board
Date: Wednesday, March 4, 2026 8:25:25 AM

The Town of Waynesville Planning Board will hold a public hearing on Monday, March 16, 2026, at 5:30 p.m. in the Town Hall Board Room, located at 9 South Main Street, Waynesville, NC, to consider a Special Use Permit request for the expansion of two existing storage buildings located at 187 W. Marshall St., Waynesville, NC 28786 (PIN 8616-40-9101).

For more information contact the Development Services Department at: (828) 356-1172, email: ogrooman@waynesvillenc.gov, mail: 9 South Main Street, Suite 110, Waynesville, NC 28786.

Candace Poolton, CMC | Town Clerk/Assistant to the Manager/PIO
Town of Waynesville, NC
16 S. Main Street | PO Box 100 | Waynesville, NC 28786
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MEMORANDUM

To: Town Planning Board
From: Elizabeth Teague, Development Services Director
Re: Review of Type and a Timeline of Town Land Use Policy Decisions
Date: March 16, 2026

Based on discussions at recent public hearings, I am providing a quick review of the legal parameters for decision-making, and a timeline of land use policy decisions. The Planning Board has three categories procedures that govern their decision-making. These are authorized by State Statute in NCGS 160D (formally “NCGS 160 A,” but updated in 2019, with local governments having to update local rules and adopt a Comprehensive Plan by July 1, 2021)

The Planning Board is asked to interpret and apply the Comprehensive Plan, which is the visionary document for future land use decisions, in text or map amendments (i.e. rezoning) requests, such as the Hall Top rezoning application. This is a *legislative decision*, in which the Planning Board is recommending a change to Town Council in the ordinance map or a change in the text of the Land Development Standards.

The Planning Board is also asked to interpret and apply the Land Development Standards, which is the regulatory ordinance that lays out development requirements for every zoning district, for specific site plans such as the Valleywood Subdivision application. This is an *administrative decision* in which the planning board is being asked to apply the ordinance as it already exists.

The third type of decision procedure that the Planning Board undertakes is a *quasi-judicial decision*, which is applied to Special Use Permits, such as requests for additional density, storage units, or schools in residential areas. These uses are permitted but with additional criteria and opportunity for the Planning Board to apply conditions that are specific to that application and that site. The Land Development Standards, are on the Town website, and Chapter 15 provides an overview of the permit process and type of decision for each, see: https://library.municode.com/nc/waynesville/codes/code_of_ordinances

<i>Type of Decision</i>	<i>Example</i>	<i>Question being asked of PB</i>	<i>Responsibility for Approval</i>	<i>Comp Plan “consistency”</i>
<i>Legislative</i>	Rezoning of property or an amendment to the LDS. Conditional District rezonings.	Should LDS regulations or the LDS regulatory map be changed?	Town Council	Must be; if not, then the decision amends the Comp Plan.
<i>Administrative</i>	Major site plans, subdivisions	Is specific application compliant with LDS?	Planning Board	Can be; if not, decision is still made by LDS compliance.
<i>Quasi-Judicial</i>	Special Use Permits	Is specific application compliant with LDS? Other specific criteria?	Planning Board	Can be; if not, decision is still made by LDS compliance.

The hardest part about being on a Planning Board is being faced with an application that you don't like. Administrative and quasi-judicial decisions, require that you have to find that an application is compliant or not compliant with the adopted ordinance. In those cases, you may not like the type of development being proposed, but you must still apply the ordinance as it exists. In quasi-judicial proceedings, the same applies, but you have additional criteria under which you have to make "findings of fact." Town's are often taken to court, and will lose, when an administrative decision, or an imposed condition, is found to be "arbitrary and capricious."

Legislative procedures are where planning boards can actually change the rules, and your opinions can directly impact what the LDS ordinance says, and how properties are categorized by zoning. In accordance with 160D, changes to zoning rules and maps, must be based in an adopted Comprehensive Planning Document. What is sometimes lost in the heat of any given public hearing, is that years of discussion, public hearings and previous decisions, have already created current development rules, and the goals and recommendations of the Comprehensive Plans. For every aspect of the zoning that is currently in place, there have been discussions, steering committees, Council directives, and public hearings. Attached is a brief summary timeline of key land use decisions of the Town that influence the ordinances that are in place now.

In the case of the Queen Farm, also known as Valleywood Phases I and II, the property was brought into the Towns ETJ in 1993. It was identified as an area of growth potential in the 2020 Plan that was adopted in 2002, and was zoned with its current density as far back as the 2003 ordinance. In the case of the Hall Top rezoning, the property at Saxony Place was identified for Residential Medium to High Density development in the 2020 Comprehensive Plan, and that recommendation was repeated/carried over in the 2035 Plan.

Timeline of Key Land Use Decisions

- 1993 Town of Waynesville extends Extra-Territorial Jurisdiction
- ETJ outer boundary is the same as it is today.
 - Annexations since ETJ adoption, have changed the Town Boundary to what it is today with contiguous or closest zoning applied.
- 1995 Merger of Hazelwood and Waynesville
- Town converts Hazelwood zoning to Town zoning, creating several non-conformities (famously Sutton's and Sam Bobs), but also encompasses existing, small-lot residential areas under the Hazelwood Urban Residential District (H-UR)
- 2002 "Waynesville: Our Heritage, Our Future, 2020 Land Development Plan" adopted.
- Establishes Smart Growth template with an Urban Services Boundary
- 2003 Land Development Standards adopted (version April 22, 2003)
- Raccoon Creek zoning (RC-ND) encompasses Queen Farm property at 10 units/acre.
 - Raccoon Creek Neighborhood Center (RC- NC) District encompasses Valleywood Phase II.
 - Hall Top "Rural District" at 4 units/acre.
- 2011 Land Development Standards re-written.
- Creates current format.
 - Eliminates Design Committee.
 - Zoning Districts mapped and established as they are now.
- 2020 "Waynesville 2035, Planning with Purpose" Comprehensive Plan adopted.
- Amends Urban Services Boundary (brought in in steep slope areas, expanded along Great Smoky Mountains Expressway to the south, but stays the same to the north and east).
 - Future Land Use Map identifies areas where recommended growth/density is higher than the codified zoning districts.
 - Housing, Historic Preservation, Economic Development, Transportation, and Land Conservation integrated as goals.
- 2021 Subdivision Subcommittee recommends major changes to subdivision requirements
- 2023 Railroad Overlay established
- 2023 Density Work Group studies areas for possible down-zoning.

Town of Waynesville Staff Report

Subject: Rural Conservation District
Ordinance Section: Multiple
Meeting Date: March 16, 2026
Presenter: Elizabeth Teague, Development Services Director
Olga Grooman, Assistant Development Services Director
Alexander Mumby, Land Use Administrator

Background:

Pursuant to the Waynesville 2035 Comprehensive Plan recommendations, the Planning Board and Town Council established a committee to examine areas of the 2035 Future Land Use Map of the Comprehensive Plan and determine if there were areas where the prescribed density was too high. Working with Jake Petrosky of Stewart, multiple areas were targeted including parts of Allen’s Creek, Country Club, Raccoon Creek, Francis Cove, Pigeon Street, Howell Mill and Hazelwood.

The recommendation which came out of the Density Workgroup was for a Rural Conservation district would include the primarily rural, undeveloped, and agricultural land in these areas. Minutes and Summaries of the Density Work Group can be found on the Town website at:

<https://www.waynesvillenc.gov/departments/development-services/density-work-group>

Before the amendment could be brought in front of the Planning Board for a public hearing, however , the North Carolina State Legislature passed an omnibus bill at the end of 2024 which included language which prohibited downzoning without the express permission of the landowner.

After reevaluating options, staff is bringing forward a version of the Rural Conservation district for Board consideration. This could move forward for adoption in the LDS, but will not currently apply to any properties. Landowners could opt into the district either individually or as a group. Groups who do will be able to ensure that their land and land surrounding them will remain rural, undeveloped, and agricultural in nature.

Ordinance:

The RCON district allows uses which are commonly allowed in Waynesville’s low-density districts. The maximum base density allowed has been set at 2.5 units per acre with a maximum allowed density through a special use permit set at 6 units per acre. Minimum lot size is half an acre, but developers may request a conservation design which reduces the minimum lot size to 4,000 square feet by setting aside 40% of land for civic and open space. The ordinance also decreases the maximum building height in the RCON, low and medium density districts as recommended by the consultant and the committee.

Integration into the LDS, will amend several areas of the ordinance. Staff has written a purpose and intent statement and taken measures to increase the legibility of the charts in Chapter 2. Included in the purpose and intent statement is reference to the cottage development and conservation subdivision sections in

Chapter 15 of the LDS. Staff has also integrated the Railroad Overlay into the table of uses and improved legibility for mixed use overlays in the chart.

Action:

None at this time. Staff is seeking input from the Planning Board over the implementation of these changes, and if a public hearing should be called to recommend these changes.

Attachments:

- Proposed changes to 2.2, 2.3, 2.4.1, and 2.5.3.
- Draft Consent to down zoning

CONSENT TO DOWNZONING

I, _____, formally acknowledge and consent to the downzoning of a [Insert property acreage] property located at PIN: [_____] (ROAD NAME)]. I understand that this change in zoning designation from [Original Zoning District (abbr.)] to [New Requested Zoning District (abbr.)] will impact the permitted uses and development potential of the property.

Henderson County staff has informed me that the proposed downzoning is entirely voluntary and that I am not required to agree to the rezoning. The staff explained the process to me, and I understand my involvement is voluntary.

I voluntarily applied for rezoning of the property at PIN: [_____] on [DATE] which was processed by the Henderson County Planning Department. This statement serves as my formal consent and acknowledgment that I am aware of and agree to downzoning my property.

Printed Name

Signature Date _____

Additional Signatories, if applicable:

Printed Name

Signature Date _____

Printed Name

Signature Date _____

2.2 Districts by District Type.

The following 31 base districts are organized into categories that standardize various regulations while allowing some limited customization of each district.

District Category	District Name
Rural Conservation (RCON)	Rural Conservation District – Low Density (RCON)
Residential—Low Density (RL)	Country Club Residential - Low Density (CC-RL) Eagles Nest Residential - Low Density (EN-RL) Francis Cove Residential - Low Density (FC-RL) Hall Top Residential - Low Density (HT-RL)
Residential—Medium Density (RM)	Chestnut Park Residential - Medium Density (CP-RM) Dellwood Residential - Medium Density (D-RM) Howell Mill Residential - Medium Density (HM-RM) South Waynesville Residential - Medium Density (SW-RM)
Neighborhood Residential (NR)	Allens Creek Neighborhood (AC-NR) Love Lane Neighborhood (LL-NR) Main Street Neighborhood (MS-NR) Ninevah Neighborhood (N-NR) Pigeon Street Neighborhood (PS-NR) Plott Creek Neighborhood (PC-NR) Raccoon Creek Neighborhood (RC-NR) Sulphur Springs Neighborhood (SS-NR) Walnut Street Neighborhood (WS-NR)
Urban Residential (UR)	East Waynesville Urban Residential Neighborhood (EW-UR) Hazelwood Urban Residential Neighborhood (H-UR) Howell Mill Urban Residential Neighborhood (HM-UR)
Neighborhood Center (NC)	North Main Street Neighborhood Center (NM-NC) Pigeon Street Neighborhood Center (PS-NC) Raccoon Creek Neighborhood Center (RC-NC)
Business District (BD)	Central Business District (CBD) Hazelwood Business District (H-BD) South Main Street Business District (SM-BD)
Regional Center (RC)	Dellwood/Junaluska Regional Center (DJ-RC) Hyatt Creek Regional Center (HC-RC) Russ Avenue Regional Center (RA-RC)
Commercial Industrial (CI)	Commercial-Industrial (CI)

(Ord. No. O-01-15, § 2, 1-27-2015; Ord. No. 04-16, 6-14-2016; Ord. No. O-06-22, § 4, 3-22-2022)

2.3 Purpose and Intent by District.

2.3.1 Rural Conservation District (RCON) Purpose and Intent.

- A. **The Rural Conservation District (RCON)** is established pursuant to the 2035 Comprehensive Plan as an owner-initiated district designation that promotes the preservation of agricultural lands, undeveloped floodplain, forest, mountainous areas, and open space. This district is primarily single-family homes, hobby farms, bona-fide farms, and other agricultural land, with limited allowance for other uses within the civic/institutional, agricultural, and infrastructure categories. New development and subdivisions shall promote low impact development approaches, focusing on large lot single family development with the option for higher density clustered development by conserving significant area for open and civic space. Use of the cottage development and conservation subdivision options found in section 15.9.5 is encouraged.



2.3.1 Residential—Low Density Districts (RL) Purpose and Intent. (Re-format numbering on all other districts)

- A. **The Country Club Residential—Low Density District (CC-RL)** is an area predominately comprised of large lot subdivisions with the Waynesville Country Club serving as its social and recreational center. While single-family homes are the dominant residential use in this area, townhouses and accessory apartments are also permitted. Connections to the South Main Street Business District should be enhanced as new development takes place. A residential scale is required for all new development. Tree preservation and proliferation along the South Main Street corridor is critical to the ambiance of the area.
- B. **The Eagles Nest Residential—Low Density District (E-RL)** is a rural district characterized by beautiful views afforded by steep terrain. Water service is available throughout much of the area but sewer service is limited. Future development shall be sensitive to the terrain with grading minimized through the use of good design, clustered development and large lot development. Clear cutting for views is unacceptable; appropriate trimming of trees for vistas is preferred. As this is an area dominated by private development, it will be important in the future to acquire public park land especially at elevations exceeding three thousand (3,000) feet above mean sea level. Land conservation easements are encouraged. Possible road connections shall be evaluated as new streets are constructed in an effort to improve connectivity without jeopardizing the natural beauty of the area. Sidewalks are not required except in major residential developments due to the rural mountain character of the district.
- C. **The Francis Cove Residential—Low Density District (FC-RL)** is an area that will remain as a very sparsely developed area. Few urban services are available in this area to support dense development and the topography poses a limitation on development as well. Agricultural and residential uses will be the predominant future land use. Maintaining the rural character of this area will be an important focus. Clustering future development in small areas while leaving large areas undeveloped will be critical in achieving this goal.
- D. **The Hall Top Residential—Low Density District (HT-RL)** is a rural district characterized by steep terrain and narrow winding roads. Despite the difficulty of developing in this district and the limited provision of services, the proximity to the Russ Avenue and Dellwood/Junaluska Town Centers makes the location an attractive one for the variety of residential developments permitted in this area. Large lot development is the standard with cluster development respecting the terrain encouraged so as to leave as much open space as possible. Road design will also consider the terrain with narrow road widths permitted and sidewalks not required. Linking developments with trails is encouraged.

2.4 Dimensional Standards by District.

2.4.1 Table of Dimensional Standards by Residential District.

Standard	Rural Conservation (RCON)	Residential—Low Density (RL)	Residential—Med. Density (RM)	Neighborhood Residential (NR)	Urban Residential (UR)
1. Applicable Districts	RCON	CC-RL, EN-RL, FC-RL, HT-RL	CP-RM, D-RM, HM-RM, SW-RM	AC-NR, LL-NR, MS-NR, N-NR, PS-NR, PC-NR, RC-NR, SS-NR, WS-NR	EW-UR, H-UR, HM-UR
2. Development Standards					
a. Density (max base)	2.5 units/acre	6.4 units/acre	8.6 units/acre	10.8 units/acre	16.14 units/acre
b. Density (max with SUP)	6 units/acre	12 units/acre	12 units/acre	16 units/acre	24 units/acre
c. Civic Space (min) per CH 7	Refer to Section 7.3	Refer to Section 7.3	Refer to Section 7.3	Refer to Section 7.3	Refer to Section 7.3
3. Lot Standards					
a. Lot Area—House	½ acre	½ acre	¼ acre	⅓ acre	⅓ acre
b. Lot Area—All bldg. types with rear vehicular access	4000 sqft with cluster development	Subject to density	Subject to density	Subject to density	Subject to density
c. Lot Width (min)—With rear vehicular access	60 ft	60 ft. n/a	50 ft. 16 ft.	50 ft. 16 ft.	50 ft. 16 ft.
d. Frontage at Front Setback	n/a	n/a	n/a	n/a	n/a
e. Pervious Surface (min)	20%	20%	20%	10%	10%
4. Building Setback (min)					
a. Principal Front ¹	20 ft	20 ft.	10 ft.	10 ft.	10 ft.
b. Street Side/Secondary Front ¹	20 ft	20 ft.	5 ft.	5 ft.	5 ft.
c. Side (from adjacent lot)	10 ft	10 ft.	10 ft.	10 ft.	10 ft.
d. Setback Between Bldgs.	15 ft (10 ft)	15 ft. (10 ft.)	6 ft.	6 ft.	6 ft.
e. Rear	20 ft	20 ft.	6 ft.	6 ft.	6 ft.
5. Accessory Structure Setback					
a. Side	5 ft	5 ft.	5 ft.	5 ft.	5 ft.
b. Rear	5 ft	5 ft.	5 ft.	5 ft.	5 ft.
c. Other Standards	See Section 4.5	See Section 4.5	See Section 4.5	See Section 4.5	See Section 4.5
6. Building Height (in Stories)					
a. Principal Building (max)	3 stories	3 stories	3 stories	3 stories	3 stories

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b. Accessory Structure (max)	2 stories				
c. Max Height in Feet	45 ft	45 ft	60 ft	60 ft	60 ft
7. Outdoor Storage					
a. Residential Uses	Permitted in all districts ²				
b. Nonresidential Uses	Not permitted				

¹ Where no right-of-way exists or if the right-of-way is only inclusive of the street pavement add 10 ft. See also 4.3.1.A.3.

² Customary storage as an accessory to residential use of the property.

³ ~~A maximum of 60' in Building Height from highest adjacent grade to highest point on a roof.~~

2.4.2 Table of Dimensional Standards by Mixed-Use/Non-Residential District.

Standard	Neighborhood Center (NC)	Business District (BD)	Regional Center (RC)	Commercial Industrial (CI)
1. Applicable Districts	NM-NC, PS-NC, RC-NC	CBD, H-BD, SM-BD	DJ-RC, HC-RC, RA-RC	CI
2. Development Standards				
a. Density (max base)	None	None	None	None
b. Civic Space (min) per CH 7	Refer to Section 7.3. Applies to residential units only.	Exempt	Refer to Section 7.3. Applies to residential units only.	Exempt
c. Building Footprint (Max)	8,000 s.f. (may exceed with an SUP/CD)	None	None	None
3. Lot Standards				
a. Lot Area	None	None	None	None
b. Lot Width	None	None	None	None
c. Frontage at Front Setback	n/a	100%	n/a	n/a
d. Pervious Surface (min)	n/a	n/a	n/a	20%
4. Building Disposition				
a. Principal Front Setback	0 ft. (min.)—20 ft. (max.) (10 ft. min. from fronting thoroughfare)*	0 ft. (min.)—10 ft. (max.)	0 ft. (min.) (10 ft. min. from fronting thoroughfare)	5 ft.
b. Street Side/Secondary Front Setback	0 ft. (min.)—20 ft. (max.) (10 ft. min. from fronting thoroughfare)*	0 ft. (min.)—10 ft. (max.)	0 ft. (min.) (10 ft. min. from fronting thoroughfare)	5 ft.
c. Side Setback (from adjacent lot)	0 ft.	0 ft.	10 ft.	5 ft.
d. Setback Between Bldgs	0 ft.	0 ft.	6 ft.	n/a
e. Rear Setback	5 ft.	20 ft.	6 ft.	5 ft.
5. Accessory Structure Setback				
a. Side	0 ft.	5 ft.	5 ft.	5 ft.
b. Rear	0 ft.	5 ft.	5 ft.	5 ft.
c. Other Standards	See Section 4.5	See Section 4.5	See Section 4.5	See Section 4.5
6. Building Height (in Stories)				
a. Principal Building (max)	3 stories	3 stories/4—5 stories (CBD)	4—5 stories	3 stories
b. Accessory Structure (max)	2 stories	2 stories	2 stories	2 stories
7. Outdoor Storage				
a. Residential Uses	Permitted in all districts**	Permitted in all districts**	Permitted in all districts**	Permitted in all districts**
b. Nonresidential Uses	Subject to Type A screening	Subject to Type A screening	Subject to Type B screening	Subject to Type C screening

* Exception: Where parking is permitted in the front yard per section 9.3, the maximum setback shall not be applicable.

** Customary storage as an accessory to residential use of the property.

(Ord. No. 04-16, 6-14-2016; Ord. No. O-02-18, § 1, 3-13-2018; Ord. No. O-26-18, § 1, 11-27-2018; Ord. No. O-03-19, Pt. 2, 1-22-2019; Ord. No. O-16-22, §§ 1, 2, 5-10-2022; Ord. No. O-22-24, § 1, 6-11-2022)

