

Town of Waynesville, NC

Board of Aldermen Regular Meeting

Town Hall, 9 South Main Street, Waynesville, NC 28786

Date: August 9, 2022 Time: 6:00 p.m.

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(828) 452-2491 eward@waynesvillenc.gov

A. CALL TO ORDER - Mayor Gary Caldwell

1. Welcome/Calendar/Announcements

B. ADMINISTRATIVE APPEALS

- Martha Bradley, Town Attorney

C. PUBLIC COMMENT

D. ADDITIONS OR DELETIONS TO THE AGENDA

E. CONSENT AGENDA

All items below are routine by the Board of Aldermen and will be enacted by one motion. There will be no separate discussion on these items unless a Board member so requests. In which event, the item will be removed from the Consent Agenda and considered with other items listed in the Regular Agenda.

2. Adoption of minutes of the July 26, 2022 Regular meeting

Motion: To approve the consent agenda as presented.

F. PUBLIC HEARING

3. Public Hearing to consider the text amendment to Section 9.8 of the Land Development Standards (LDS), Driveway Access

- Olga Grooman, Planner

1. ***Motion: To find that the Ordinance is consistent with the 2035 Comprehensive Plan and that it is reasonable and in the public interest.***

2. ***Motion: To adopt the Ordinance Number O-28-22 as presented (or as amended).***

G. NEW BUSINESS

4. Fiscal Year 2021-2022 Carryforwards

- Misty Hagood, Finance Director

TOWN OF WAYNESVILLE – REGULAR SESSION AGENDA

July 26, 2022

- 2 -

Motion: To approve Ordinance Number O-26-22 Amendment 1 to the 2022-2023 Budget Ordinance as presented.

5. Traffic Calming

- Ricky Foster, Assistant Public Services Director

Motion: To approve the purchase and installation of the recommended traffic calming devices by J.M. Teague Engineering on Country Club, East Street, Hazel Street, and Locust Drive.

6. Appointment to the Cemetery Commission

- Jesse Fowler, Assistant Town Manager

Motion: To appoint Lisa Kay Cook to the Cemetery Commission for a term of three years ending on June 30, 2025.

H. COMMUNICATION FROM STAFF

15. Manager's Report

- Town Manager, Rob Hites

16. Town Attorney Report

- Town Attorney, Martha Bradley

I. COMMUNICATIONS FROM THE MAYOR AND BOARD

J. ADJOURN



TOWN OF WAYNESVILLE

PO Box 100
 16 South Main Street
 Waynesville, NC 28786
 Phone (828) 452-2491 • Fax (828) 456-2000
www.waynesvillenc.gov

CALENDAR August 2022

2022	
Tuesday August 23	Board of Aldermen Meeting – Regular Session
Monday September 5	Town Offices Closed – Labor Day
Saturday September 10	Fall Block Party – Main Street – 7:00 pm – 10:00 pm
Saturday September 10	Tuscola High School Band Day-8:00 am – 6:00 pm – First Presbyterian Church – and County Courthouse lawn
Tuesday September 13	Board of Aldermen Meeting – Regular Session
Tuesday September 27	Board of Aldermen Meeting – Regular Session
Tuesday October 11	Board of Aldermen Meeting – Regular Session
Saturday October 15	Apple Festival – Main Street 10:00 am – 5:00 pm
Tuesday October 25	Board of Aldermen Meeting – Regular Session
Monday October 31	Treats on the Street – 5:00 pm – 7:00 pm
Tuesday November 8	Board of Aldermen Meeting – Regular Session
Tuesday November 11	Town Offices Closed – Veterans Day
Friday November 22	Board of Aldermen Meeting – Regular Session
Monday December 5	Waynesville Christmas Parade – Main Street - 6:00 pm
Saturday December 10	Night Before Christmas – Main Street – 6:00 pm – 9:00 pm
Tuesday December 13	Board of Aldermen Meeting – Regular Session
Saturday December 17	Night Before Christmas – 6:00 om – 9:00 pm
December 23, 24 & 27th	Town Closed – Christmas Holidays

Board and Commission Meetings – August 2022

ABC Board	ABC Office – 52 Dayco Drive	August 16 3 rd Tuesday 10:00 AM
Board of Adjustment	Town Hall – 9 S. Main Street	August 2 1 st Tuesday 5:30 PM
Cemetery Commission	Public Services Building	January, March, July, and October 3 rd Tuesday 2:00 PM
Downtown Waynesville Advisory Committee	Municipal Building – 16 South Main Street	August 16 3 rd Tuesday
Firefighters Relief Fund Board	Fire Station 1 – 1022 N. Main Street	Meets as needed; <i>No meeting currently scheduled</i>
Historic Preservation Commission	Town Hall – 9 S. Main Street	August 3 1 st Wednesday 2:00 PM
Planning Board	Town Hall – 9 S. Main Street	August 15 3 rd Mondays 5:30 PM
Public Art Commission	Town Hall – 9 S. Main Street	August 11 2 nd Thursdays 4:00 PM
Recreation & Parks Advisory Commission	Rec Center Office – 550 Vance Street	August 17 3 rd Wednesday 5:30 PM
Waynesville Housing Authority	Waynesville Towers – 65 Church Street	August 9 2 nd Tuesday 3:30 PM

Appeals of Administrative Zoning Decisions

Town of Waynesville

Basic Principles

Basic Principles

“Zoning ordinances are in derogation of the right of private property, and where exemptions appear in favor of the property owner, they should be liberally construed in favor of such owner.”

In re W. P. Rose Builders' Supply Co., 202 N.C. 496, 500, 163 S.E. 462, 464 (1932)

“This Court has long held that governmental restrictions on the use of land are construed strictly in favor of the free use of real property.”

Morris Communs. Corp. v. City of Bessemer, 365 N.C. 152, 157, 712 S.E.2d 868, 871 (2011)

Basic Principles

“The General Assembly delegates express power to municipalities by adopting an enabling statute, which includes implied powers . . . essential to the exercise of those which are expressly conferred.”

O'Neal v. Wake County, 196 N.C. 184, 187, 145 S.E. 28, 29 (1928); see *Lanvale Props., LLC v. County of Cabarrus*, 366 N.C. 142, 150, 731 S.E.2d 800, 807 (2012); *Town of Saluda v. County of Polk*, 207 N.C. 180, 186, 176 S.E. 298, 301-02 (1934).

“All acts beyond the scope of the powers granted to a municipality are invalid.”

Quality Built Homes, Inc. v. Town of Carthage, 369 N.C. 15, 19, 789 S.E.2d 454, 457 (2016)

The Boards & the “Administrator”

160D: Duties of the Planning Board

Source: [Article 3 – Boards & Organizational Arrangements](#)

- (b) Duties. – A planning board may be assigned the following powers and duties:
- (1) To prepare, review, maintain, monitor, and periodically update and recommend to the governing board a comprehensive plan, and such other plans as deemed appropriate, and conduct ongoing related research, data collection, mapping, and analysis.
 - (2) To facilitate and coordinate citizen engagement and participation in the planning process.
 - (3) To develop and recommend policies, ordinances, development regulations, administrative procedures, and other means for carrying out plans in a coordinated and efficient manner.
 - (4) To advise the governing board concerning the implementation of plans, including, but not limited to, review and comment on all zoning text and map amendments as required by G.S. 160D-604.
 - (5) **To exercise any functions in the administration and enforcement of various means for carrying out plans that the governing board may direct.**
 - (6) To provide a preliminary forum for review of quasi-judicial decisions, provided that no part of the forum or recommendation may be used as a basis for the deciding board.
 - (7) **To perform any other related duties that the governing board may direct.**
- (2019-111, s. 2.4; 2020-3, s. 4.33(a); 2020-25, s. 51(a), (b), (d).)

Waynesville Land Development Standards: Duties of the Planning Board

Source: [Chapter 14 - Administrative Agencies](#)

14.3.1 Powers and Duties.

The Town of Waynesville's Planning Board shall have the following powers and duties to be carried out in accordance with the terms of this ordinance.

- A. To perform studies and surveys of the present conditions and probable future development of the town and its environs, including but not limited to, studies and surveys of land uses, population, traffic, parking, expansions of extraterritorial jurisdiction, etc.
- B. To formulate and recommend to the Board of Aldermen the adoption and amendment of a Land Development Plan and other plans as necessary.
- C. To conduct annexation feasibility studies and recommend suitable areas of annexation to the Board of Aldermen.
- D. LDS Review: The Planning Board shall review and make recommendations regarding the following permits types (see also [Chapter 15](#)):
 1. Text Amendments (15.14)
 2. Map Amendments/Rezoning (15.14)
 3. Conditional District (15.15)
 4. Vested Right (15.16)
- E. LDS Decisions: The Planning [Board] shall render final decisions regarding the following permits types (see also [Chapter 15](#)):
 1. [Site Plans/Design Review \(Major\) \(15.8.2\)](#)
 2. Subdivision (Major) - Preliminary Plat (15.9.2)
 3. Special Use Permits (15.11.1)
- F. The Planning Board shall also have any additional powers and duties as may be set forth for in other laws and regulations or at the direction of the Board of Aldermen.

160D: Duties of the Zoning Board of Adjustment

Source: [Article 3 – Boards & Organizational Arrangements](#)

- (b) Duties. – The board shall hear and decide all matters upon which it is required to pass under any statute or development regulation adopted under this Chapter. The ordinance may designate a planning board or governing board to perform any of the duties of a board of adjustment in addition to its other duties and may create and designate specialized boards to hear technical appeals. If any board other than the board of adjustment is assigned decision-making authority for any quasi-judicial matter, that board shall comply with all of the procedures and the process applicable to a board of adjustment in making quasi-judicial decisions.

(2019-111, s. 2.4; 2020-3, s. 4.33(a); 2020-25, s. 51(a), (b), (d).)

Waynesville Land Development Standards: Duties of the Zoning Board of Adjustment

Source: [Chapter 14 – Administrative Agencies](#)

14.4.1 Powers and Duties.

The Board of Adjustment of Waynesville shall have the following powers and duties to be carried out in accordance with the terms of this ordinance:

- A. To hear and decide appeals from any order, requirement, permit, decision or determination issued by an administrative officer of the town in enforcing any provision of the Town of Waynesville Minimum Housing Codes.
- B. LDS Decisions: The Board of Adjustment shall render **final decisions regarding the following permits types** (see also [Chapter 15](#)):
 - 1. **Appeal of any Administrative decisions (15.6-7, 15.8.1, 15.9.1,3, 15.12)**
 - 2. Appeals of Planning Board Decision regarding Subdivision (Major) - Preliminary Plats (15.11.1)
 - 3. Appeals of Historic Preservation Commission Decision regarding Certificate of Appropriateness (Major) (15.11.3)
 - 4. Variances (15.13)
- C. The Board of Adjustment shall also have any additional powers and duties as may be set forth for in other laws and regulations or at the direction of the Board of Aldermen.

Waynesville Land Development Standards: Who is the Administrator?

Source: [Chapter 14 – Administrative Agencies](#)

14.1 - The Administrator.

The various provisions of this ordinance shall be administered under the general direction of the Town Manager and under the specific direction of the Town of Waynesville Development Services, Public Services and Utility Departments.

For the purposes of this ordinance, the directors of these departments and their subordinate staffs are collectively referred to as the Administrator. The Development Services Department will serve as the "gatekeeper" for all development applications and will advise applicants on appropriate personnel to contact.

Major Site Plans: 160D + LDS

160D: What Does It Say about Review of Major Site Plans?

Article 8 – Subdivision Regulations

Article 9 – Regulation of Particular Uses and Areas



Waynesville Land Development Standards: Major Site Plan Review

Source: [Chapter 15 – Administration](#)

15.8.2 Site Plan/Design Review (Major).

- A. **Applicability:**
- All Districts Except BD: Non-residential development or expansion 10,000 square feet or greater in gross floor area
 - BD District: All development 6,000 square feet or greater in gross floor area (not in a Historic Overlay District - already covered by [15.10](#))
 - All mixed-use or non-residential projects in the RL, RM, NR, or UR Districts
 - Multi-Family Development with 8 or more units
- B. **Process Types:** Administrative.
- C. **Pre-Application Procedure:** It is required that every applicant for a Major Site Plan meet with the Administrator in a conference prior to the submittal of an application. The purpose of this conference is to provide clarification and assistance in the preparation and submission of plats for approval. It is recommended that the applicant provide a sketch plan (15.4.2) to the Administrator prior to or at the pre-application conference. The provision of a sketch plan will allow the Administrator an opportunity to review the proposal before the applicant expends funds on the preparation of a detailed Site Plan.
- D. **Required Application Information:** Environmental Survey (15.4.1), Master Plan (15.4.3) and Building Elevations (15.4.7) (may be waived by Administrator as appropriate) - Construction Documents (15.4.4) shall be submitted after Planning Board approval.
- E. **Determination of Completeness:** The Administrator shall review the application to ensure that it is complete, prepare a report and recommendation on the application, and schedule the matter for a public hearing before the Planning Board.
- F. **Public Notification:** Level 1, 2 and 4.
- G. **Neighborhood Meeting (15.3.7):** See section 15.3.7.
- H. **Public Hearing:** The Planning Board shall hold a hearing on the proposal. The applicant and other property owners likely to be materially affected by the application shall be given an opportunity to be heard.
- I. **Decisions/Findings of Fact:** Following the public hearing the Planning Board may approve, deny or approve with conditions the application for a Major Site Plan. No Major Site Plan shall be approved unless the Planning Board finds each of the following facts to be true:
- 1.The plan is consistent with the adopted plans and policies of the Town;
 - 2.The plan complies with all applicable requirements of this ordinance; and
 - 3.The plan has infrastructure as required by the ordinance to support the plan as proposed.
- J. **Review Period by Planning Board:** Applications for Major Site Plans shall be acted upon within ninety (90) days after filing, otherwise the application shall be deemed approved and a permit shall be issued. An extension of time may be granted by mutual consent of the Planning Board and the applicant.
- K. **Appeals:** An appeal from the decision of the Planning Board regarding a Major Site Plan request may be made by an aggrieved party and shall be made to the Superior Court of Haywood County in the nature of certiorari. Any such petition to the Superior Court shall be filed with the court no later than thirty (30) days after the applicant receives the written copy of the decision of the Planning Board.
- L. **Permit Validity:** Upon the approval of the Major Site Plan, the applicant shall have two (2) years to obtain a building permit. Failure to secure building permits for the permitted work within this time shall render the compliance void. Any change to the approved plans that has not been authorized by the Administrator shall invalidate the certificate of land development standards compliance and any subsequent building permits.
- M. **Permit Extension:** Pursuant to 160D-108.1(e)(2), the Administrator may provide an extension for a period exceeding two (2) years but not exceeding five (5) years where warranted in light of all relevant circumstances, including, but not limited to, the size and phasing of development, the level of investment, the need for the development, economic cycles, and market conditions or other considerations. These determinations are in the sound discretion of the Administrator and shall be made following the same application procedure as the initial approval. No further development activity shall be performed until the new approval is issued.
([Ord. No. O-11-21](#) , §§ 16, 17, 6-22-2021; [Ord. No. O-06-22](#) , § 25, 3-22-2022; [Ord. No. O-16-22](#) , § 9, 5-10-2022)

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- B. **Process Types: Administrative.**
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- ([Ord. No. O-11-21](#), §§ 16, 17, 6-22-2021; [Ord. No. O-06-22](#), § 25, 3-22-2022; [Ord. No. O-16-22](#), § 9, 5-10-2022)

160D: Putting It All Together

Source: [Article 4 – Administration, Enforcement, and Appeals](#)

§ 160D-401. Application.

- (a) The provisions of this Article shall apply to all development regulations adopted pursuant to this Chapter. Local governments may apply any of the definitions and procedures authorized by this Article to any ordinance adopted under the general police power of cities and counties, Article 8 of Chapter 160A of the General Statutes, and Article 6 of Chapter 153A of the General Statutes, respectively, and may employ any organizational structure, board, commission, or staffing arrangement authorized by this Article to any or all aspects of those ordinances. The provisions of this Article also apply to any other local ordinance that substantially affects land use and development.

160D: Putting It All Together

Source: [Article 4 – Administration, Enforcement, and Appeals](#)

§ 160D-402. Administrative staff.

(a) Authorization. – Local governments may appoint administrators, inspectors, enforcement officers, planners, technicians, and other staff to develop, administer, and enforce development regulations authorized by this Chapter.

160D: Putting It All Together

Source: [Article 4 – Administration, Enforcement, and Appeals](#)

Source: [Chapter 14 – Administrative Agencies](#)

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REMEMBER HOW WAYNESVILLE DEFINES THE ADMINISTRATOR?

14.1 - The Administrator.

The various provisions of this ordinance shall be administered under the general direction of the Town Manager and under the specific direction of the Town of Waynesville Development Services, Public Services and Utility Departments.

For the purposes of this ordinance, the directors of these departments and their subordinate staffs are collectively referred to as the Administrator. The Development Services Department will serve as the "gatekeeper" for all development applications and will advise applicants on appropriate personnel to contact.

160D: Putting It All Together

Source: [Article 4 – Administration, Enforcement, and Appeals](#)

§ 160D-405. Appeals of administrative decisions.

(a) Appeals. – Except as provided in G.S. 160D-1403.1, appeals of administrative decisions *made by the staff* under this Chapter shall be made to the board of adjustment **unless a different board is provided or authorized otherwise by statute or an ordinance adopted pursuant to this Chapter.**

160D: Putting It All Together

Source: [Article 4 – Administration, Enforcement, and Appeals](#)

Source: [Article 3 – Boards & Organizational Arrangements](#)

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REMEMBER THE DUTIES OF THE ZONING BOARD UNDER 160D?

160D: Putting It All Together

Source: [Article 4 – Administration, Enforcement, and Appeals](#)

Source: [Article 3 – Boards & Organizational Arrangements](#)

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REMEMBER THE DUTIES OF THE ZONING BOARD UNDER 160D?

Duties. – **The board shall hear and decide all matters upon which it is required to pass under any statute or development regulation adopted under this Chapter. The ordinance may designate a planning board or governing board to perform any of the duties of a board of adjustment in addition to its other duties and may create and designate specialized boards to hear technical appeals.** If any board other than the board of adjustment is assigned decision-making authority for any quasi-judicial matter, that board shall comply with all of the procedures and the process applicable to a board of adjustment in making quasi-judicial decisions.

160D: Putting It All Together

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REMEMBER THE DUTIES OF THE WAYNESVILLE ZONING BOARD?

160D: Putting It All Together

Source: [Article 4 – Administration, Enforcement, and Appeals](#)

Source: [Chapter 14 – Administrative Agencies](#)

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REMEMBER THE DUTIES OF THE WAYNESVILLE ZONING BOARD?

14.4.1.B. LDS Decisions: The Board of Adjustment shall render **final decisions regarding the following permits types** (see also [Chapter 15](#)):

1. **Appeal of any Administrative decisions (15.6-7, 15.8.1, 15.9.1,3, 15.12)**
2. Appeals of Planning Board Decision regarding Subdivision (Major) - Preliminary Plats (15.11.1)
3. Appeals of Historic Preservation Commission Decision regarding Certificate of Appropriateness (Major) (15.11.3)
4. Variances (15.13)

160D: Putting It All Together

Source: [Article 4 – Administration, Enforcement, and Appeals](#)

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(a) Appeals. – Except as provided in G.S. 160D-1403.1, appeals of administrative decisions made by the staff under this Chapter shall be made to the board of adjustment **unless a different board is provided or authorized otherwise by statute or an ordinance adopted pursuant to this Chapter.**

REMEMBER THE DUTIES OF THE PLANNING BOARD UNDER 160D?

160D: Putting It All Together

Source: [Article 4 – Administration, Enforcement, and Appeals](#)

Source: [Article 3 – Boards & Organizational Arrangements](#)

§ 160D-405. Appeals of administrative decisions.

- (a) Appeals. – Except as provided in G.S. 160D-1403.1, appeals of administrative decisions made by the staff under this Chapter shall be made to the board of adjustment **unless a different board is provided or authorized otherwise by statute or an ordinance adopted pursuant to this Chapter.**

REMEMBER THE DUTIES OF THE PLANNING BOARD UNDER 160D?

- (5) To exercise any functions in the administration and enforcement of various means for carrying out plans **that the governing board may direct.**

- (7) To perform any other related duties **that the governing board may direct.**

160D: Putting It All Together

Source: [Article 4 – Administration, Enforcement, and Appeals](#)

Source: [Chapter 14 – Administrative Agencies](#)

§ 160D-405. Appeals of administrative decisions.

(a) Appeals. – Except as provided in G.S. 160D-1403.1, appeals of administrative decisions made by the staff under this Chapter shall be made to the board of adjustment **unless a different board is provided or authorized otherwise by statute or an ordinance adopted pursuant to this Chapter.**

REMEMBER THE DUTIES OF THE WAYNESVILLE PLANNING BOARD?

14.3.1.E. LDS Decisions: The Planning [Board] shall render **final** decisions regarding the following permits types

(see also [Chapter 15](#)):

1. **Site Plans/Design Review (Major) (15.8.2)**
2. Subdivision (Major) - Preliminary Plat (15.9.2)
3. Special Use Permits (15.11.1)

160D: Catch All

Source: [Article 14 – Judicial Review](#)

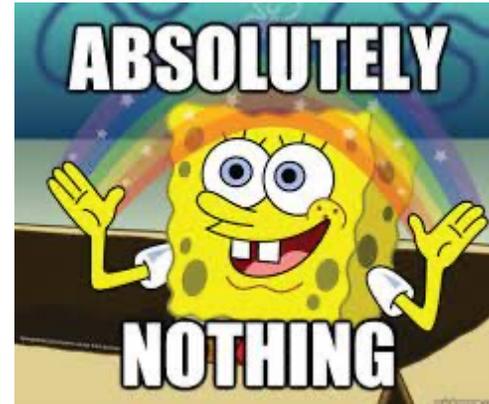
§ 160D-1404. Other civil actions.

Except as expressly stated, this Article does not limit the availability of civil actions otherwise authorized by law or alter the times in which they may be brought. (2019-111, s. 2.4; 2020-3, s. 4.33(a); 2020-25, s. 51(a), (b), (d).)

160D: What Does It Say about Review of Major Site Plans?

Article 8 – Subdivision Regulations

Article 9 – Regulation of Particular Uses and Areas



THIS SAME QUESTION (ADMINISTRATIVE APPEALS TO ZBA OR SUPERIOR COURT) COMES UP IN SUBDIVISION REGULATIONS (ARTICLE 8).

Solution: General Assembly passed Session Law 2022-62 in the recent short session.

Solution for Subdivision Regulations

Source: [S.L. 2022-62, sec. 59.](#)

~~Strikethrough~~ = deletion from original text

Underline = addition to original text

§ 160D-1403. Appeals of decisions on subdivision plats.

- (a) When a subdivision regulation adopted under this Chapter provides that the decision whether to approve or deny a preliminary or final subdivision plat is quasi-judicial, then that decision of the board ~~shall be~~ is subject to review by the superior court by proceedings a proceeding in the nature of certiorari. ~~The provisions of G.S. 160D-406 and this section shall apply to those appeals.~~
- (b) When a subdivision regulation adopted under this Chapter provides that the decision whether to approve or deny a preliminary or final subdivision plat is administrative, or for any other administrative decision implementing a subdivision regulation, the following applies:
- (1) ~~then that decision of the board shall be~~ if made by the governing board or planning board, the decision is subject to review by filing an action in superior court seeking appropriate declaratory or equitable relief within 30 days from receipt of the written notice of the decision, which shall be made as provided in G.S. 160D-403(b).
 - (2) If made by the staff or a staff committee, the decision is subject to appeal as provided in G.S. 160D-405.

Conclusions

Conclusions

The Zoning Board of Adjustment has only the duties and authority given to it by state law *as enacted* by local ordinance. *Why as enacted?* Because *its duties may be delegated to another board*.

Similarly, tasks which a statute authorizes staff to carry out *may be delegated by local ordinance to one of the appointed boards* or to the governing board.

Conclusions

In Waynesville, although Development Services staff could undertake administrative reviews of Major Site Plans, that responsibility lies with the Planning Board.

The Zoning Board of Adjustment has no authority, under either local ordinance or state statute, to review and overturn decisions of the Planning Board.

The General Assembly answered this same procedural question consistent with my conclusion – that appeals of administrative decisions made by the Planning Board should go to Superior Court.

MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN

Regular Meeting

July 26, 2022

THE WAYNESVILLE BOARD OF ALDERMEN held a regular meeting on Tuesday, July 26, 2022, at 6:00 p.m. in the Town Hall Board Room located at 9 South Main Street Waynesville, NC.

A. CALL TO ORDER

Mayor Gary Caldwell called the meeting to order at 6:05 pm with the following members present:

Mayor Gary Caldwell
Alderman Anthony Sutton
Alderman Jon Feichter
Alderman Chuck Dickson

Mayor Pro Tem Julia Freeman was absent

The following staff members were present:

Rob Hites, Town Manager
Jesse Fowler, Assistant Town Manager
Eddie Ward, Town Clerk
Town Attorney Martha Bradley
Misty Hagood, Finance Director
Elizabeth Teague, Development Services Director
Sam Cullen, Code Enforcement Officer
Jeff Stines, Public Services Director
Joey Webb, Fire Chief
Chris Mehaffey, Assistant Fire Chief
Various members of the Fire Department
David Adams, Police Chief
Brandon Gilmore, Assistant Police Chief
Misty Hagood, Finance Director
Chris Snyder, Street Department

There was no media present.

A. CALL TO ORDER

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone and referenced the calendar on the upcoming Folkmoot Summerfest 2022, Friday night street dance, and Sarges Dog Walk.

B. PUBLIC COMMENT

Peggy Hannah, 268 Hemlock Street, expressed concerns about the lack of crime enforcement in the Town.

Janet Presson, 49 Lodgepole Pine Lane, commented on the appeal of the Preservation Way project.

Trudy Schmidt, 202 Harmonica Way, had comments concerning spending 25 million on the Wastewater Treatment Plant, and why was this project not done many years ago.

Sherry Morgan, 437 Boundary Street, asked for clarification on how to file an appeal on Preservation Way.

Scott Cason, 421 Park Drive, talked about cottage development and conservatory development.

Bob Clark, 416 Park Drive, spoke to the Board about zoning regulations, and the refusal to follow the law on the Preservation Way appeal.

Dan Schultz, 256 Woodland Drive, stated he has been a Parks and Recreation Commission Board for many years. He spoke in favor of the request to Haywood County to increase funding to the Recreation Center.

C. ADDITIONS OR DELETIONS TO THE AGENDA

Mayor Caldwell asked that Assistant Police Chief Brandon Gilmore speak to the Board and audience concerning crime statistics for the Town of Waynesville.

Chief David Adams explained how the Record Management System compiles the statistics. He said that there have been improvements in the time he has been in Waynesville, especially in the Frog Level area, and he realizes there is still more work to be done.

Assistant Chief Gilmore presented a power point of offenses compiled from the January – June period and is a comparison to the previous year 2021. He explained that the “coding system” with the software program utilized in the Police Department often lumps numerous types of offenses into one category. He said he hoped that statistics from the more common offenses that often arise, and are quoted in meetings, will give more insight to the crime in Waynesville.

Top 5 Offense Decreases:

Shoplifting: Down 42.94 %

All Other Offenses (Misdemeanor Possession of Stolen Property, Misdemeanor B&E of Motor Vehicle, Misdemeanor Assault on LEO, some traffic related Offenses not including DWI): Down 14.29 %

Trespass or Real Property: Down 52.27%

Damage/Vandalism of Property: Down 33.72%

Simple Assault: 21.13%

Top 5 Offense Increases:

OFA (Order for Arrest/Warrant Service): Up 74.4%

Stolen Property Offenses: Up 275.0%

Weapon Law Violations: Up 87.5%

Driving Under the Influence: Up 50%

Arson: Up 400.0%

Individual Statics Related to Certain Offenses:

Crimes Related to Children: 50 Offenses Up 22%

Aggravated Assault: 14 Offenses

Simple Assault: 49 Offenses

Breaking & Entering's: 20 Offenses

Shopliftings: 93 Offenses (Majority from Walmart)

Thefts from a motor vehicle, building or motor vehicle parts: 72 Offenses

Motor Vehicle Thefts: 7 Offenses

Damage/Vandalism of Property: 47 Offenses

Trespass: 41 Offenses

Assistant Chief Gilmore explained that the rise in offenses is an increase in pro-active work enforcement for the Police Department, and not an increase in crime. He reminded everyone that these statistics change daily.

He said that primarily due to COVID, there has been an increase in crimes related to children. We account for this by long periods of time, where children have been allowed unlimited amounts usage with these platforms and other inappropriate internet sites. Our plans are to host some educational forums with the community, as we move forward to better educate parents in what to look for and hopefully, how to avoid children becoming victims.

The pre-trial release program is a program that says if a person is arrested, and meets a certain set of standards, they can get a bond. If the standards are not met, sometimes the arrestee can be arrested multiple times. Recently the program has changed, and more people are starting to get bonds. So hopefully the trend of being arrested multiple times will be broken soon.

Assistant Chief Gilmore explained what steps the Police Department is currently taking to decrease the homeless, and crimes in the Town. He added that the Board has approved an app for phones that give data from the Police Department pertaining to crimes. He said it will help give citizens the information they have been asking for.

D. CONSENT AGENDA

All items below are routine by the Board of Aldermen and will be enacted by one motion. There will be no separate discussion on these items unless a Board member so requests. In which event, the item will be removed from the Consent Agenda and considered with other items listed in the Regular Agenda.

1. Adoption of minutes of the June 28, 2022 Regular meeting
2. Apple Festival Special Event Application
3. Church Street Festival Special Event Application

A motion was made by Alderman Chuck Dickson, seconded by Alderman Anthony Sutton, to approve the Consent Agenda as presented. The motion passed unanimously.

E. PRESENTATION

2. Waynesville Fire Department Recognition of new Firemen
 - Joey Webb, Fire Chief

Fire Chief Joey Webb introduced Luke Palmer as a new engineer for the department. Chief Webb said Luke had joined the Department about one year ago as a part time firefighter, and he has since received all the required certifications for the job. The Board welcomed Mr. Palmer and wished him well.

3. Waynesville Housing Authority

- Tina Okenfuss, Director Waynesville Housing Authority

Ms. Tina Okenfuss, Director of Waynesville Housing Authority, introduced herself and said she wanted to let the Board know what her goals were in the future for the Housing Authority. She said they are currently seeking opportunities to add to the inventory of affordable housing. Ms. Okenfuss asked the Board to form an affordable housing adhoc committee in order to have everyone on the same page and move forward with housing. She gave examples of how homeless people can be helped by getting them into a life skill center to help them with functioning in the real world.

As director she is reorganizing and streamlining the housing and maintenance department, expanding, and managing other rental properties, and networking with other housing and town code staff for enforcement of rental housing. She welcomed everyone to come to the new office at 48 Chestnut Park Drive.

F. PUBLIC HEARING

4. Public Hearing to consider a zoning map amendment request to change the zoning of property located at 134 Belle Meade Drive, PIN 8605-81-6159, from Hazelwood Urban Residential (H-UR) to Hazelwood Business District (H-B 1

- Sam Cullen, Code Enforcement Officer

Mayor Caldwell opened the Public Hearing at 7:06 pm and gave instructions for the Hearing.

Sam Cullen, Code Enforcement Officer, presented the staff report as follows for the request to rezone the parcel at 134 Belle Meade Drive, PIN 8605-81-6159, from its current zoning of Hazelwood Urban Residential (H-UR) to Hazelwood Business District (H-BD).

The applicant states that this lot is “on the corner of Brown and Belle Meade which makes it an ideal commercial location” and it “sits within 75 feet of a commercial property, thus increasing its value.”

This lot originally held two residences. The applicant took down one of the houses and uses this lot for parking associated with his business across and up the street at Triangle Automotive or for automobiles which he personally owns and repairs separately from his business. A staff determination that outside storage of vehicles or as part of an automotive repair business was not an allowable use within the Hazelwood UR District. This zoning administrative decision was appealed by the applicant to the Town’s Zoning Board of Adjustment and the ZBA upheld the staff decision.

On May 16th the Planning Board heard a request for the rezoning of the subject lot. They voted unanimously to not recommend the rezoning of this lot. The Planning board expressed concerns about possible future uses that rezoning to a business district would allow and the impacts on a traditionally residential neighborhood that offers affordable home ownership. The Planning Board noted that rezoning this property would introduce the potential for other allowable business uses to encroach into a residential area.

The Land Development Standards (LDS) describes the purpose and intent of the Hazelwood Urban Residential District as follows:

The Hazelwood Urban Residential District (H-UR) is a traditional walkable neighborhood of mostly small, well-built housing in an area where sufficient urban facilities are available. It is a self-contained community with affordable housing, smaller well-kept lots, narrow tree-lined streets and distinct edges and centers. Major public spaces including a park and the "old" Hazelwood School are in this neighborhood. Since it is convenient to shopping and employment, the goal for Hazelwood is to encourage infill development and the rehabilitation of existing structures in keeping with the residential scale and character of the existing neighborhood. Limited non-residential uses supporting the community are permitted if contributing to scale, design and use to the area. Pedestrian amenities are to be enhanced with all new development as are the development of access points to different parts of Waynesville from the Hazelwood neighborhood. Parking on public streets is permitted and encouraged as an alternative to the development of new parking lots.

The LDS describe the purpose and intent of the Hazelwood Business District as:

The Hazelwood Business District (H-BD) is a small-scale center for business, retail and institutional activity serving the residents of Hazelwood, Plott Creek, Eagles Nest, and other surrounding neighborhoods. A broad mixture of uses is permitted, however, development in the future must be sensitive in design and provide for a high level of pedestrian safety and comfort. The large undeveloped tracts of land in this district must be well connected both to the neighborhood and the center as they develop. On-street parking is permitted and encouraged on many streets. Articulation in this area should occur at the scale of the pedestrian with buildings built at the scale of a neighborhood center. Connections among properties within this district and to surrounding districts are very important.

Surrounding Land Use Pattern

The subject property is surrounded by the following land use types: (1) To the north by single-family dwellings (2) to the south by single-family dwellings (3) to the east by single-family dwellings and (4) to the west by single-family dwellings and an agricultural produce stand. This neighborhood was historically zoned residential going back to the 1977 Hazelwood zoning map. The nearest commercially zoned lot is Triangle Automotive which is in Hazelwood Business District which is 75 feet away across Brown Avenue, and the produce stand across the street that is within the H-UR District.

This rezoning would extend Hazelwood Business District across Brown Avenue and into an historically residential neighborhood in a way that is not contiguous with the H-BD, creating a satellite portion of the commercial district within the historically residential neighborhood. The H-BD designation would allow – in addition to automotive services -- restaurants, kennels, retail, professional and personal services, outside sales, pawnshops, and other commercial uses found in central business districts.

Consistency with the 2035 Comprehensive Land Development Plan

Waynesville 2035: Planning with Purpose, or the “2035 Comprehensive Plan,” is intended as a reference document for the public at large and for those investing in land and development within Waynesville. According to the future land use map, this area is envisioned to remain residential of medium to high density. The types of development in this area would be single-family, duplexes, townhomes, or multifamily. Introduction of commercial uses allowed in the H-BD district would be inconsistent with the 2035 Plan and the surrounding zoning.

Staff Recommendation

In addition to the recommendation by the Planning Board against rezoning this lot, staff submits that the subject lot has historically been residential in nature and until recently held two single family homes. This parcel was also in the Town of Hazelwood until the merger in 1996 and the intent of Hazelwood's zoning was also to have the lot stay residential in nature. The rezoning of this lot to a business district would allow several commercial uses directly bordering single-family homes and would extend the business district in a way that is not contiguous. Although there is a small produce stand operation across the street, it is a pre-existing non-conformity that does not generate noise, odor, or vibration, that might be considered detrimental to a residential setting. The Comprehensive 2035 Land Use Plan shows this area as residential, medium to high density.

An automotive repair or storage operation, or other types of uses allowed in central business districts could impact residents. Staff submits that rezoning this property is not consistent with the long-standing established zoning, going back to the Town of Hazelwood, not is it consistent with the future land use map of the Comprehensive Land Use Plan.

Attorney John Sutton, representing the owner of the property, Mr. Travis Dustin Smith, spoke to the Board and said he had two points to make concerning the property at 134 Belle Meade. He said this property isn't being used as a residential property and has not been for some time. A dilapidated residence was taken down on the property in 2016, and no structure has been rebuilt there. Recently there was a violation of cars being parked on the property, and those cars have since been removed.

The proximity of the property is very close to the business district, and directly across the street there is a produce stand which is a non-conforming use. He said that property is being used as commercial. By allowing this amendment to become a commercial piece of property, it would not interfere with the other uses that are around 134 Belle Meade.

**Paula Morell
61 Allens Creek Road
Waynesville, NC 28786**

Ms. Morrell told the Board that she had been to the Triangle Automotive Business, and they were very helpful and friendly. She said she likes to support small businesses because that is the heart of the community.

Mayor Caldwell closed the Public Hearing at 7:22 pm and asked the Board for their comments.

Alderman Anthony Sutton stated that the property was not contiguous and asked if that would constitute spot zoning. Attorney Bradley said the rezoning had all the characteristics of spot zoning, but it would be up to a court based on the complaints of a neighbor. She said that the Town would have a tough time arguing that it is not spot zoning.

Alderman Jon Feichter said the biggest concern he had is the additional uses that could be created on that property. He stated that the area is a major thoroughfare and may be changing in the future. He said he felt

the area could go either way – business or residential. Currently the Town is trying to push for more housing rather than businesses.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Jon Feichter, to outright reject the rezoning of the property at 134 Belle Meade to Hazelwood Business District. The motion carried unanimously.

Mayor Caldwell asked for a break at 7:25 pm.

Aldermen returned from the break at 7:40 pm.

H. NEW BUSINESS

5. Award of Wastewater Treatment Plant Contract to Harper Corporation-General Contractors of Greenville, SC.
 - Rob Hites, Town Manager

Manager Rob Hites said that at the last Board meeting, a tentative award was given to Harper Corporation General Contractors of Greenville, SC in the amount of \$25,725,000.00. A \$5,000,000.00 loan request and a \$15,000,000.00 grant request before the Department of Infrastructure. The \$5,000,000.00 loan was approved, however the \$15,000,000.00 was turned down. He told the Board that at this time we are at the point where we can't wait any longer because of rising costs, and staff recommends that we move from a tentative award of contract to an award of contract to Harper Corporation General Contractors of Greenville, SC.

A motion was made by Alderman Chuck Dickson, seconded by Alderman Jon Feichter, to award the Wastewater Treatment Plant Construction Contract to "The Harper Corporation-General Contractors of Greenville SC" at a price of \$25,725,000. The motion was unanimously approved.

6. Approve amendment to the Capital Project Ordinance for the Wastewater Treatment Plant
 - Finance Director Mity Hagood

Misty Hagood, Finance Director, said the Board had adopted the original Ordinance for the Wastewater Treatment Plant in January of 2020, and the numbers needs to be updated to reflect the new construction and engineering fees. She stated that the total for contingency, closing costs, construction, engineering, and professional fees is \$29,631,150.00. The SRF loan proceeds \$24,545,900.00 leaving a gap of \$5,085,250.00. During the fall season, the Town will apply for another grant, and if that grant is not approved, the plan will be to go into the market for a loan with a 15-year term which will be approximately \$426,000.00 yearly payment.

A motion was a made by Alderman Anthony Sutton, seconded by Alderman Chuck Dickson, to approve amending the Capital Project Ordinance No. O-01-20 for Wastewater Plant improvements. The motion passed unanimously.

7. Recycle Truck
 - Jeff Stines, Public Services Director
 - Chris Snyder, Street Department Superintendent

Jeff Stines, Public Services Director, explained to the Board that with the transition to the tipper recycle cans, we need to add a recycle truck to our fleet, and it needs to be smaller so it can maneuver through the narrower and dead-end streets. This purchase will add an additional truck to help with the collection of recyclable materials as well as garbage collection.

Alderman Feichter asked Mr. Stines about the “One Armed Bandit” which is a truck that will pick up from the sides and does not require manpower. He said one of these truck costs about \$400,000.00.

Chris Snyder, Street Department Superintendent, said that he would like to invest in a snowplow that will fit this truck also because it will be very beneficial during snow events.

A motion was made by Alderman Chuck Dickson , seconded by Alderman Jon Feichter, to approve the purchase of a 6 Yd. recycle truck with rear tipper and snowplow for \$146,304.78 from the Street Department Capital line. The motion passed unanimously.

8. Proposal and request to Haywood County Commissioners for recreation funding
 - Luke Kinsland, Interim Parks and Recreation Director

Luke Kinsland, Interim Parks and Recreation Director explained to the Board that the Parks & Recreation Advisory Commission and department staff are proposing that Haywood County Commissioners reinstate an annual financial contribution to the Town’s Recreation Budget. Mr. Kinsland reported that prior to 2009 Haywood County made a yearly contribution to the Waynesville Recreations Center of approximately \$70,000.00 because of the high percentage of Country residents who are members of the Recreation Center. During the past ten years, a consistent pattern has been shown that Waynesville residents make up 40% of the membership and non-Waynesville residents make up 60%.

Waynesville Parks and Recreation has continued for years to provide quality recreation to the county. The recreation center and parks are utilized year-round by the County’s Basketball League, Senior Games, outdoor programming, and the greenway system that contributes to the Haywood County Greenway Coalition and Plan. Mr. Kinsland said that the Advisory Commission and staff are asking for guidance and support in approaching County Commissioners to reinstate this contribution.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Chuck Dickson, to provide a written statement from the Board in support of the Town of Waynesville Parks & Recreation for Haywood County to reinstate an annual financial contribution to the department’s operating budget. The motion passed unanimously.

9. Rescue Equipment Purchase Approval (Capital Item), Sole Supply Source Approval
 - Chris Mehaffey, Assistant Fire Chief

Assistant Fire Chief Chris Mehaffey stated that the Department is adding an additional set of extrication equipment to match a previously purchased set. They would like to purchase the same brand, Genesis, for training and operational continuity and battery commonality. He asked the Board for approval for a capital purchase and sole supply source exemption and N.C.G.S. 143-129.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Chuck Dickson, to approve purchase in the amount of \$37,695.06 ,and approve sole source exemption under NCGS 143-129. The motion was passed unanimously.

I. OLD BUSINESS

10. Rules and Procedures

- Martha Bradley, Town Attorney

Martha Bradley, Town Attorney, presented the Board with the final revision of the Rules and Procedures which included that only Budget Ordinances may be adopted on the date of introduction. Per the lengthy discussion concerning whether to hold Public Hearings for each proposed Ordinance, Ms. Bradley proposed three versions:

1. The original version that was introduced at the June 14, 2022 Board meeting
2. Language consistent with Alderman Feichter’s preference to hold a Public Hearing for all new Ordinances
3. Language to hold Public Hearing for all new Ordinances except for Budget Ordinances.

Alderman Feichter said he felt that to provide the highest level of transparency, a Public Hearing should be held on all new Ordinances, and any changes to an Ordinance.

Alderman Dickson stated he felt it was burdensome to staff and the cost of publication in the newspaper will be twice as much. He said he wanted transparency, but at the same time he doesn’t want to make things more complicated.

A motion was made by Alderman Chuck Dickson, seconded by Alderman Anthony Sutton to adopt Rule number 33 to show that only Budget Ordinances be adopted on the date of introduction, and require a second reading for all other Ordinances, and on Rule number 36 to adopt the version that was presented at the June 14, 2022 Board meeting. The motion passed with three yays (Alderman Chuck Dickson, Alderman Anthony Sutton, and Mayor Gary Caldwell) and one no (Alderman Jon Feichter).

A motion was made by Alderman Chuck Dickson, seconded by Alderman Anthony Sutton, to adopt the Rules and Procedures as presented. The motion passed with three yays (Alderman Chuck Dickson, Alderman Anthony Sutton, and Mayor Gary Caldwell) and one no (Alderman Jon Feichter.)

11. Planning Board and Zoning Board of Adjustment Selection

- Jesse Fowler, Assistant Town Manager

Assistant Town Manager Jesse Fowler stated that interviews had been held for the applicants for the Zoning Board of Adjustment and the Planning Board, and the Board of Aldermen had decided who they have chosen for the seats on these Boards. Town Attorney Bradley said that Alderwoman Julia Freeman would need to be present in order to submit her votes. After tallying the voting sheets Joshua Morgan was appointed to the Zoning Board of Adjustment. The appointments to the Planning Board include Jan Grossman, Peggy Hannah, John Baus, and Robert M. Blackburn.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Jon Feichter, to accept the ballots and approve the following appointments to the Zoning Board of Adjustment (Joshua Morgan) and the

Planning Board (Jan Grossman, Peggy Hannah, John Baus, and Robert Blackburn,) The motion passed unanimously.

J. COMMUNICATION FROM STAFF

Manager's Report

- Manager Rob Hites

Request by Mr. Dick Hoyle to waive the petition process and approve traffic calming devices for Virginia Avenue.

Town Manager Rob Hites stated that he had received a letter from Mr. Richard Hoyle asking that a traffic calming device be placed on Virginia Avenue. He resides at 15 Mississippi Avenue (corner of Mississippi and Virginia Avenues) and states in his letter that he is too old to gather petitions to install traffic calming devices on Virginia Avenue. He believes that J.M Teague's report stating that Virginia Avenue qualifies for such devices is sufficient for the Town Board to approve the devices. The study was requested by Mr. Hoyle.

A motion was made by Alderman Chuck Dickson, seconded by Alderman Anthony Sutton, to not waive the petition process for Mr. Richard Hoyle. The motion carried unanimously.

16 Town Attorney Report

- Town Attorney Martha Bradley

Attorney Bradley would like to have a public presentation at the first meeting in August to discuss with the Board and public concerning her legal decision and the process in the Administrative Decisions. In addition, she asked that a closed session be scheduled for the second meeting in August to discuss possible litigation.

K. COMMUNICATIONS FROM THE MAYOR AND BOARD

There were no comments.

L. ADJOURN

A motion was made by Aldermen Chuck Dickson, seconded by Alderman Anthony Sutton, to adjourn the meeting at 8:47 pm. The motion passed unanimously.

ATTEST:

Gary Caldwell, Mayor

Robert W. Hites, Town Manager

Eddie Ward, Town Clerk

TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: August 9, 2022

SUBJECT: Public Hearing to consider the text amendment to Section 9.8 of the Land Development Standards (LDS), Driveway Access.

AGENDA INFORMATION:

Agenda Location: Public Hearing
Item Number:
Department: Development Services
Contact: Olga Grooman
Presenter: Olga Grooman

BRIEF SUMMARY:

Driveway standards are crucial for stormwater management, appropriate sidewalk connectivity, traffic flow, and quality of the road material. Development Services and Public Services worked together to revise the Driveway Permit form, its fee, and to 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 incorporate. These changes include minimum driveway spacing requirements in residential areas, alternative materials for a driveway apron section, defining joint and shared driveways, and guidelines related to fire code and public safety. These standards were written in coordination with fire officials and JM Teague Engineering recommendations.

MOTIONS FOR CONSIDERATION:

1. Motion to find that the Ordinance is consistent with the 2035 Comprehensive Plan and that it is reasonable and in the public interest.

2. Motion to adopt the Ordinance as presented (or as amended).

FUNDING SOURCE/IMPACT:

N/A

ATTACHMENTS:

1. Proposed Text Amendment
2. Consistency Statement Worksheet
3. Report from the Planning Board
4. Staff Report
5. Power Point: Major Changes and Examples of Driveways
6. Newspaper Notice
7. Driveway Permit Form

MANAGER'S COMMENTS AND RECOMMENDATIONS:

Board of Aldermen Staff Report

Subject: Driveway Standards text amendment
Ordinance Section: Section 9.8 of the Land Development Standards (LDS), Driveway Access
Applicant: Staff initiated text amendment; Development Services Department
Meeting Date: August 9, 2022

Background

This text amendment recommendation is the joint work of Development Services, Public Services, and JM Teague Engineering and Planning. The purpose of this amendment is to align the Town's driveway standards with the most current engineering recommendations, address concerns related to stormwater and emergency vehicle access, and to formalize the driveway permitting and inspection process.

First, the ordinance addresses a design conflict embedded in the spacing requirements for residential districts. 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 in 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 add references to NC DOT policy and AASHTO standards which may apply depending on the adjacent roadway.

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

The ordinance also distinguishes between *joint driveways* which are shared driveway entrances that serve two abutting properties, and *shared driveways* which serve multiple dwelling units. The recommended text amendment addresses fire safety concerns by requiring fire code official approval on driveways over 150' in length and limits the number of dwelling structures served by a shared driveway to three. This provides fire code officials the ability to require turn around areas, additional water sources/hydrants, or other requirements to improve emergency vehicle access, based on the particular situation and environmental context of a shared driveway.

Finally, the proposed revisions allow the Public Services Department more flexibility in the driveway permitting dependent on the context of the driveway itself. These changes formalize the town's driveway permit process and are congruent with updates to the Town's driveway permit form and fee schedule. These changes will provide two inspections for newly constructed driveways: pre-pour and post-pour. These inspections will be conducted jointly by Public Services and a Building Inspector to ensure safety, stormwater and sidewalk accommodation as necessary, and proper construction. The standards will be outlined in the Driveway Permit form as an aide for builders.

Staff Recommended Text Changes

The proposed text amendments are shown **in red** and include the following changes:

- Distinguishing between requirements for residential and non-residential and multi-family driveways

- Updating driveway spacing requirements based on a district's minimum lot size
- Alternative materials for a driveway apron section
- Defining joint and shared driveways
- Mandatory fire code official approval for residential driveways longer than 150 ft
- References to American Association of State Highway and Transportation Officials (AASHTO) standards per engineers' recommendations.

Consistency with the Comprehensive Plan

The Planning Board held a public hearing on June 20, 2022 at their regularly scheduled meeting and voted unanimously to recommend Board of Aldermen adoption. The written report from the Planning Board is attached. Staff and the Planning Board submit that the ordinance is consistent with the Comprehensive Plan's goals to:

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.

Additionally, staff and the Planning Board find that the ordinance amendment is reasonable and in the public interest because it improves safety of new driveway placement and construction.

Attachments:

1. Proposed Text Amendment
2. Consistency Statement Worksheet
3. Report from the Planning Board
4. Staff Report
5. Power Point: Major Changes and Examples of Driveways
6. Newspaper Notice
7. Driveway Permit Form

Recommended Motions:

1. Motion to find that the ordinance is Consistent with the 2035 Plan and that it is reasonable and in the public interest.
2. Motion to adopt the Ordinance as presented (or as amended).

ORDINANCE NO. O-28-22

**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 **August 9, 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 AUGUST 9, 2022 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 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 among 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 feet in length; and a minimum of 14 feet in width if a driveway length exceeds 150 feet, or as approved by the Fire Code Official.
 - 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 feet, subject to other requirements as determined and approved by the Fire Code Official.
 - 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.**

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	50 ft. (75 ft. between driveways and streets) No minimum.
Neighborhood Residential (UR)	AC-NR, LL-NR, MS-NR, N-NR, PS-NR, PC-NR, RC-NR, SS-NR, WS-NR	50 ft. (75 ft. between driveways and streets) No minimum.
Urban Residential (UR)	EW-UR, H-UR, HM-UR	50 ft. (75 ft. between driveways and streets) No minimum.
Neighborhood Center (NC)	PS-NC, RC-NC, NM-BD	100 ft. (100 ft. between driveways and streets) or as determined by AASHTO Standards or NCDOT permit.
Business District (BD)	CBD, SM-BD, H-BD	100 50 ft. (100 ft. between driveways and streets) 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 Board of Aldermen
 From: Olga Grooman, Planner
 Date: August 9, 2022
 Subject: Text Amendment Statement of Consistency
 Description: Text Amendment related to driveway standards, Section 9.8 of the Land Development Standards
 Address: Town of Waynesville Planning Department (“Development Services Department”)

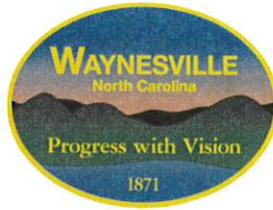
The Board of Aldermen hereby finds that:

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: _____



To: Town of Waynesville Board of Aldermen
From: Olga Grooman, Planner
Date: June 20, 2022
Subject: Planning Board Report and Statement of Consistency
Description: Text Amendment related to driveway standards, Section 9.8 of the Land Development Standards (LDS)
Applicant Address: Development Services Initiated Text Amendment

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

A motion was made by Board Chair Susan Teas Smith and seconded by the Board Member Don McGowan that the zoning amendment **is approved as it is in conformity with the Town's Comprehensive Land Use Plan and is reasonable and in the public interest** because it is consistent with:

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, improving safety and strategic access for all users.

The motion was carried unanimously.

Additionally, the Planning Board recommends that the Board of Aldermen adopt the zoning amendment to driveway standards, Section 9.8 of the LDS.

Planning Board Member Stuart Bass made a motion, seconded by Board Member Don McGowan, to recommend the text amendment as attached to the Board of Aldermen. The motion passed unanimously.


Susan Teas Smith, Planning Board Chair, Date

 7-11-22
Esther Coulter, Administrative Assistant, Date

An aerial photograph of a suburban neighborhood, showing a grid of streets, numerous houses with varying roof colors, and green lawns with trees. The image is slightly darkened to make the white text stand out. A white circle is visible in the top right corner.

*Driveway Access
Section 9.8 of the Land
Development Standards*



*Exemplary Driveway
off Junes Way,
Waynesville, NC*

DRIVEWAY

10' apron

**curb
gutter**

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

Example: Driveway in O'Fallon, MO

Driveway Components

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





Driveway Improvements Needed



Overview of Proposed Changes

- Separating General Guidelines, Residential Driveways and Non-Residential Driveway sections.
- References to NC DOT and AASHTO Standards.
- Driveways crossing sidewalks accommodate ADA compliance.
- Large parking lots may require street type entrances.
- Administrator may approve apron section materials other than concrete.



Residential Driveways

- Applicable for single-family and duplexes.
- Width 10-18 ft.
- Distance between the front wall/garage door to the back of sidewalk along the driveway length- min 25 ft.
- Joint and shared driveways are encouraged.



Residential Driveways

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.

- <150 ft in length- min. width is 12 feet
- \geq 150 ft in length- min. width is 14 feet
- Shared driveways longer than 150 ft are subject to Fire Code Official's approval



Non-Residential and Multi-Family

- Commercial driveways shall have a radius of 20 to 50 feet or per engineering judgement.
- Internal stem length is 25 feet or greater, unless approved by an Administrator.
- Two-way drives serving a major site plan or a multi-family development: min. paved width is 20 ft + sidewalk.
- Joint use driveways are encouraged.



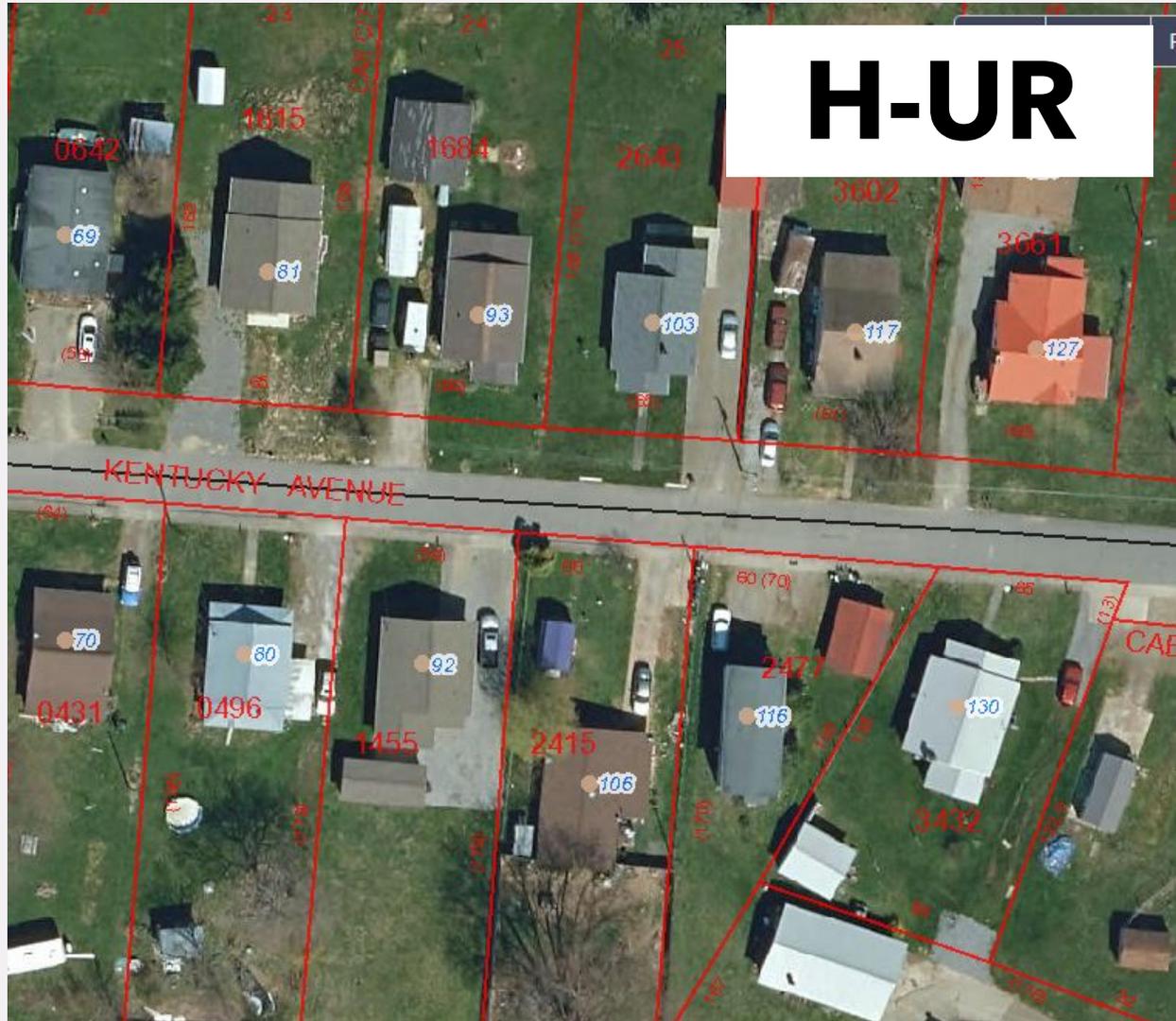
Driveway Spacing

- Applies to residential and commercial properties.
- Measured from inside edge to inside edge of driveways.
- Administrator may waive spacing based on:
 - ✓ Environment (stream protection, steep slope, etc.).
 - ✓ Low traffic volumes
 - ✓ TIA findings
 - ✓ Pedestrian safety, impact on adjacent land uses



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	No minimum.
Neighborhood Residential (UR)	AC-NR, LL-NR, MS-NR, N-NR, PS-NR, PC-NR, RC-NR, SS-NR, WS-NR	No minimum.
Urban Residential (UR)	EW-UR, H-UR, HM-UR	No minimum.
Neighborhood Center (NC)	PS-NC, RC-NC, NM-BD	100 ft. (100 ft. between driveways and streets) or as determined by AASHTO Standards or NC DOT permit.
Business District (BD)	CBD, SM-BD, H-BD	50 ft. (100 ft. between driveways and streets) or as determined by AASHTO Standards or NC DOT 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 NC DOT permit.

Driveway Spacing in Older Neighborhoods



Driveway Spacing in Older Neighborhoods



Please Publish on July 24th and July 31st 2022

NOTICE OF PUBLIC HEARING

The Town of Waynesville Board of Aldermen will be holding a public hearing on Tuesday, August 9, 2022 beginning at 6:00 p.m. or as closely thereafter as possible in the Town Hall Board Room located at 9 South Main Street, Waynesville. The purpose meeting is to consider a Text Amendment regarding driveway standards, Section 9.8- Driveway Access of the Land Development Standards (LDS).

Interested persons are encouraged to attend and be heard. For more information please contact Olga Grooman, Planner, at 828-356-1172 or via email at ogrooman@waynesvillenc.gov.

s/Eddie Ward

By: Eddie Ward, Town Clerk

TOWN OF WAYNESVILLE DRIVEWAY PERMIT



www.waynesvillenc.gov

Development Services Department

9 South Main Street, Suite 110
Waynesville, NC 28786
T: (828) 456-8647

Public Services Department

129 Legion Drive
Waynesville, NC 28786
T: (828) 456-3706

**\$150
permit fee
applies**

LOCATION OF PROPERTY:

Building Permit # (if applicable) _____

Address _____

PIN _____

DEVELOPMENT TYPE: Residential Commercial Industrial Other _____

ZONING DISTRICT: _____

DRIVEWAY: Proposed width _____ feet, connects to _____
Street Name

AGREEMENT:

I, the undersigned property owner or applicant on behalf of the named property owner, request permission to construct driveway(s) on public right-of-way at the above location(s) and agree to the following:

- Construct the driveway(s) in absolute conformance with current Town standards and approved plans
- Provide necessary sight distance easements if deemed necessary by the Town
- Promptly repair areas disturbed by construction in Town rights-of-way
- Provide and be responsible for work zone traffic control measures, flaggers, and other warning devices for the protection of traffic in and adjacent to a Town right-of-way
- Maintain driveway(s) in a manner so as not to interfere with or endanger public travel
- Indemnify and save harmless the Town of Waynesville from all damages and claims that may result from this construction
- No signs or objects will be placed on or over the public right of way other than those approved by the Town
- Notify the Town 24 hours in advance to beginning work

I understand that any permit issued based on this application becomes void if construction of the driveway(s) is not completed within one (1) year of the approval date shown on the permit.

Owner _____

Applicant _____

Address _____

Address _____

Phone _____

Phone _____

Signature _____

Signature _____

Date _____

Date _____

**PROVIDE A SKETCH OF PROPOSED DRIVEWAY(S) OR ATTACH SITE PLAN OF DRIVEWAY LOCATION(S).
CALL (828) 456-3706 FOR ADDITIONAL INFORMATION.**

CALL (828) 456-8647 TO SCHEDULE AN INSPECTION BEFORE AND AFTER POURING THE DRIVEWAY

Permit issued on (date) _____

Approved by (Public Services Official) _____

PRELIMINARY INSPECTION (prior to pour):

- Apron Width (*not applicable to single-family residential properties*) _____ ft.
- Apron Length (*minimum 10 ft from the edge of the traveled way*) _____ ft.
- Apron Material: _____
- Driveway Separation from Other Driveways (*if applicable*) _____ ft.
- Driveway Separation Waived by (*authorized Administrator*) _____
Engineering documents must be provided. Reduction in separation distance shall not exceed 40% of the current standards.
- Distance Between the Front Wall/Garage Door to the Back of Sidewalk Along the Driveway (*applies to residential dwellings only, minimum 25ft to prevent blocking the sidewalk when parking*) _____ ft.
- Is the Street an Alley? Yes No (*circle*) *If yes, see section 9.8.3(C.9) of the LDS.*
- Joint Driveway? Yes No (*circle*)
- Drainage Adequate? Yes No (*circle*)
- Curb/Gutter Adequate? Yes No (*circle*)
- Sight Area Maintained (*sight triangle*)? Yes No (*circle*)

Comments: _____

Result: Pass Fail (*circle*) Inspector: _____ Date: _____

FINAL INSPECTION (post pour):

- Apron Width (*not applicable to single-family residential properties*) _____ ft.
- Apron Length (*minimum 10 ft from the edge of the traveled way*) _____ ft.
- Apron Material: _____
- Driveway Separation from Other Driveways (*if applicable*) _____ ft.
- Driveway Separation Waived by (*authorized Administrator*) _____
Engineering documents must be provided. Reduction in separation distance shall not exceed 40% of the current standards.
- Distance Between the Front Wall/Garage Door to the Back of Sidewalk Along the Driveway (*applies to residential dwellings only, minimum 25ft to prevent blocking the sidewalk when parking*) _____ ft.
- Is the Street an Alley? Yes No (*circle*) *If yes, see section 9.8.3(C.9) of the LDS.*
- Joint Driveway? Yes No (*circle*)
- Drainage Adequate? Yes No (*circle*)
- Curb/Gutter Adequate? Yes No (*circle*)
- Sight Area Maintained (*sight triangle*)? Yes No (*circle*)

Comments: _____

Result: Pass Fail (*circle*) Inspector: _____ Date: _____

DRIVEWAY MUST NOT INTERFERE WITH LIGHTS, TRAFFIC SIGNAL POLES, SIGNS, FIRE HYDRANTS, CROSSWALKS, DRAINAGE SYSTEMS, AND OTHER STREET STRUCTURES OR MUNICIPAL FACILITIES.

Driveway Width:

The width of a driveway approach shall be as specified below, excluding detached single-family residential properties. Required driveway width pertains to the measurement at the sidewalk. At other points the width may vary.

- a) One-way drives shall have a minimum width of 12 feet and not exceed a maximum width of 18 feet.
- b) Two-way drives shall have a minimum width of 18 feet and not exceed a maximum width of 24 feet.
- c) Driveways entering industrial property may be up to 36 feet in width with the approval of the Administrator.

Driveway Spacing:

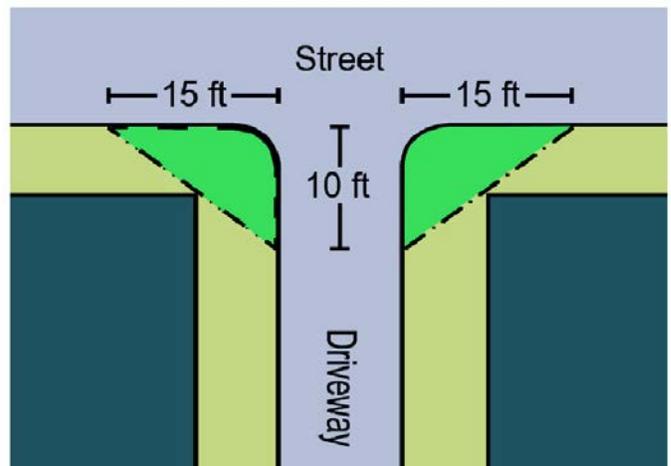
Access separation between driveways shall be measured from inside edge to inside edge of driveways. Access separation between a driveway and intersecting street shall be measured from the nearest edge of the driveway to the intersection right-of-way lines.

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	50 ft. (75 ft. between driveways and streets)
Neighborhood Residential (UR)	AC-NR, LL-NR, MS-NR, N-NR, PS-NR, PC-NR, RC-NR, SS-NR, WS-NR	50 ft. (75 ft. between driveways and streets)
Urban Residential (UR)	EW-UR, H-UR, HM-UR	50 ft. (75 ft. between driveways and streets)
Neighborhood Center (NC)	PS-NC, RC-NC, NM-BD	100 ft. (150 ft. between driveways and streets)
Business District (BD)	CBD, SM-BD, H-BD	100 ft.
Regional Center (RC)	RA-RC, DJ-RC, NC-RC	150 ft. (250 ft. between driveways and streets)
Commercial Industrial (CI)	CI	50 ft. (150 ft. between driveways and streets)

Example of a Good Driveway

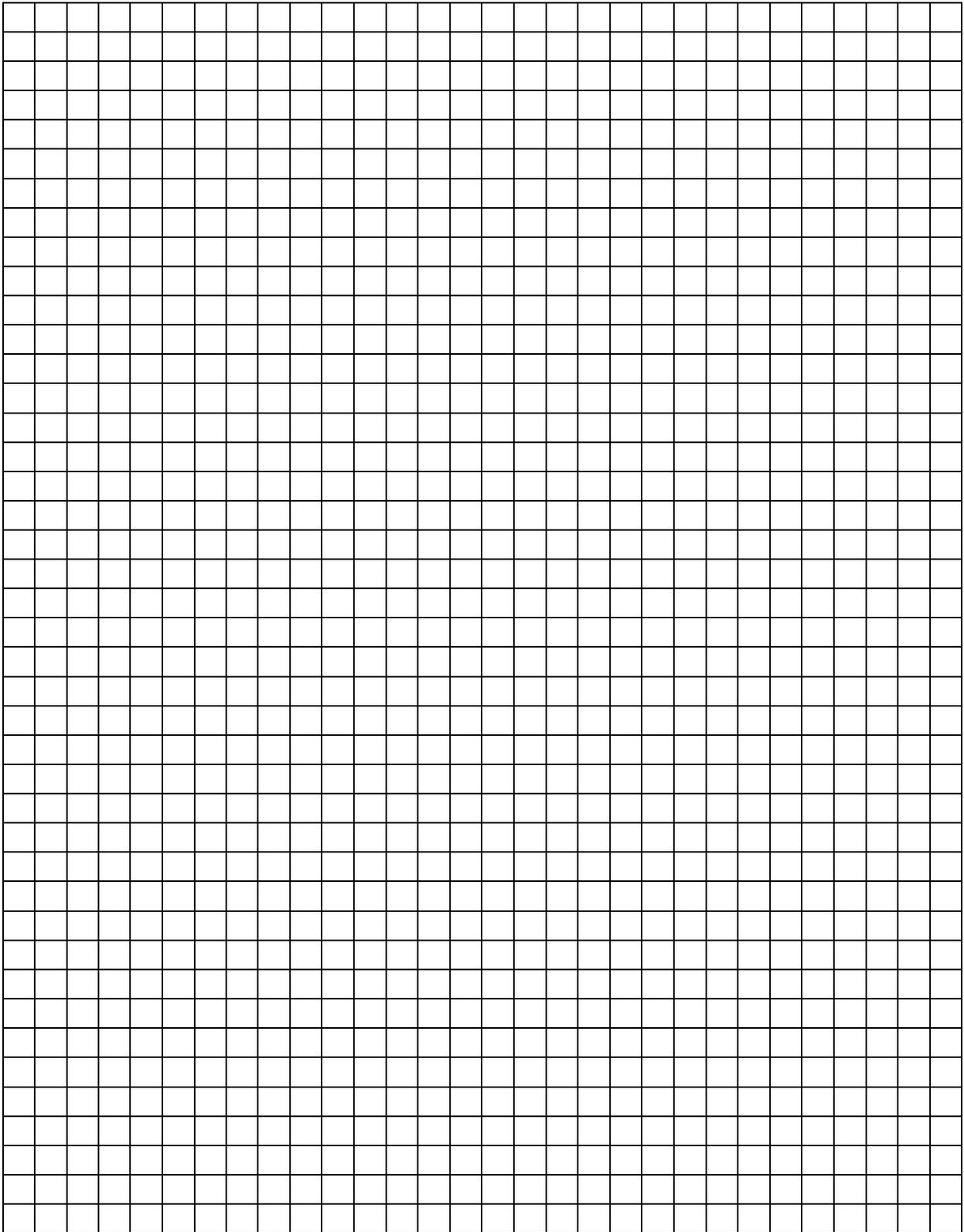


Sight Visibility Triangle



Reference: Land Development Standards, Section 9.8.3 Driveway Standards

SITE DRAWING (or attach the plan)



**TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: August 9, 2022**

SUBJECT: Fiscal Year 2021-2022 Carryforwards

AGENDA INFORMATION:

Agenda Location: Consent Agenda

Item Number:

Department: Finance

Contact: Misty Hagood, Finance Director

Presenter: Misty Hagood, Finance Director

BRIEF SUMMARY: There were several projects and initiatives approved and funded in the prior fiscal year that were not complete as of June 30, 2022. This budget amendment is needed to carry over the remaining unspent funds from the prior year to the current fiscal year. The projects to be carried forward are:

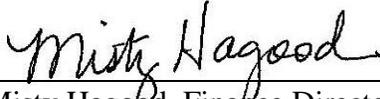
Expenditure	Department	Amount
Board Room A/V Equipment	Admin	\$47,658.45
Vehicle	Admin	\$26,813.00
Supplies	Finance	\$1,676.62
Uniforms	Police	\$2,668.72
Supplies & Equipment	Police	\$14,505.03
Supplies & Equipment	Fire	\$36,508.50
Pierce Dry side Tanker & Equip	Fire	\$480,290.00
Supplies & Equipment	Streets & Sanitation	\$13,358.48
Supplies	Planning	\$1,120.00
Capital Imp-Greenway/Bridge	Planning	\$123,293.37
Sulphur Springs Park Impr.	Planning	\$17,450.00
Bldg Repair & Maint	Parks & Rec	\$3,386.34
Equip Repair & Maint	Parks & Rec	\$2,301.38
Supplies & Equipment	Parks & Rec	\$7,376.76
Total General Fund		\$778,406.65
Materials & Meters	Water Maintenance	\$56,832.00
ARP Project-Pigeon St	Water Maintenance	\$398,000.00
Total Water Fund		\$454,832.00
Repairs & Maint	Sewer Treatment	\$4,100.00
ARP I&I 1st year	Sewer Treatment	\$98,041.97
Total Sewer Fund		\$102,141.97
Supplies & Equipment	Electric Maintenance	\$3,738.00

Transformer	Electric Maintenance	\$47,089.00
Capital Improvements	Electric Maintenance	\$236,059.58
Total Electric Fund		\$286,886.58

The budget amendment also includes removing the Police Civilian Volunteers \$4,000 in funding from Special Appropriations to the Police Department, as requested during the budget vote.

MOTION FOR CONSIDERATION: To approve the budget amendment as presented.

FUNDING SOURCE/IMPACT: These projects will be funded with Fund Balance.


 Misty Hagood, Finance Director

 8/2/2022
 Date

ATTACHMENTS:
Budget Amendment

MANAGER'S COMMENTS AND RECOMMENDATIONS:

Ordinance No. O-26-22

Amendment No. 1 to the 2022-2023 Budget Ordinance

WHEREAS, the Board of Aldermen of the Town of Waynesville, wishes to amend the 2022-2023 Budget Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the Town of Waynesville that the 2022-2023 Budget Ordinance be amended as follows:

General Fund:

Increase the following revenues:

Grants (PARTF)	232,750.00
Fund Balance Appropriated	65,366.65
Restricted FB Approp.-Unspent Loan (fire truck)	<u>480,290.00</u>
Total General Fund revenue increase	778,406.65

Increase the following appropriations:

Administration	74,471.45
Finance	1,676.62
Police Department	21,173.75
Street & Sanitation	13,358.48
Planning	141,863.37
Special Appropriations	(4,000.00)
Fire Department	516,798.50
Parks & Recreation	<u>13,064.48</u>
Total General Fund appropriations increase	778,406.65

Water Fund:

Increase the following revenues:

Fund Balance Appropriated	<u>454,832.00</u>
Total Water Fund revenue increase	454,832.00

Increase the following appropriations:

Water Maintenance	<u>454,832.00</u>
Total Water Fund appropriations increase	454,832.00

Sewer Fund:

Increase the following revenues:

Fund Balance Appropriated	<u>102,141.97</u>
Total Sewer Fund revenue increase	102,141.97

Increase the following appropriations:

Sewer Treatment	<u>102,141.97</u>
Total Sewer Fund appropriations increase	102,141.97

Electric Fund:

Increase the following revenues:

Fund Balance Appropriated	<u>286,886.58</u>
Total Electric Fund revenue increase	286,886.58

Increase the following appropriations:

Electric Maintenance

286,886.58

Total Electric Fund appropriations increase

286,886.58

Adopted this 9th day of August 2022.

Town of Waynesville

Gary Caldwell
Mayor

Attest:

Eddie Ward
Town Clerk

Approved As To Form:

Martha Sharpe Bradley
Town Attorney

**TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
Meeting Date: August 9, 2022**

SUBJECT: Traffic Calming

AGENDA INFORMATION:

Agenda Location: New Business
Item Number:
Department: Public Services
Contact: Ricky Foster, Assistant Director of Public Services
Jeff Stines, Director of Public Services
Presenter: Ricky Foster, Assistant Director of Public Services

BRIEF SUMMARY: The new FY has brought us several new traffic calming requests. We are presenting four tonight, East Street, Hazel Street, Country Club Drive and Locust Drive. The Mayor and BOA approved \$75,000.00 in this FY budget specifically for traffic calming devices. These traffic calming devices will absorb this line item with the possibilities of additional contingency based on the current rising cost(s) of asphalt and signage.

MOTION FOR CONSIDERATION: To approve the purchase and installation of the recommended traffic calming devices by J.M. Teague Engineering.

FUNDING SOURCE/IMPACT: Traffic Calming Line Item

ATTACHMENTS: Traffic Calming Packets/costs and signed petitions.

MANAGER'S COMMENTS AND RECOMMENDATIONS:

JMTE: WAYN 1266

TECHNICAL MEMORANDUM

March 25, 2022

To: Town of Waynesville

Jeff Stines
Director of Public Services
129 Legion Drive
PO Box 100
Waynesville, NC 28786
jstines@waynesvillenc.gov

From: David W. Hyder, P.E., Engineering Director *David W. Hyder*
J.M. Teague Engineering & Planning (JMTE)

Subject: Traffic Calming Request Assistance - Phase II – Mitigation: Country Club Drive (Breezemont)

Request: 02/17/2022, Kathy D. Lance, 203 Breezemont Dr., Waynesville, NC 28786, re et. al.

Studied Roadway: Country Club Drive between Longview Drive and Springview Drive

Country Club Drive between Longview Drive and Springview Drive is a two-lane, two-way shoulder section that is approximately 19.5 feet wide overall. There is a sidewalk on the southern side from Fairway Drive to Auburn Road, and a short segment on the northern side near Brad Street. Each minor street intersection with Country Club Drive is controlled by a stop sign, including Longview Drive, Springview Drive, Brad Street, Fairway Drive, Breezemont Drive, and Rolling Drive. There are some advisory and regulatory signs along this segment of Country Club Drive,



Figure 1) Existing signs along Country Club Drive.

Study Traffic Shed

The following map shows the traffic shed identified for this road segment's study and analysis. This traffic shed was developed in reference to the Waynesville Traffic Calming Policy that states, "The size and extent of the service area will take into consideration the type of traffic calming project being proposed, the layout and type of properties in the vicinity, and the characteristics of the street network surrounding the proposed project site(s). Depending on the circumstances, the service area may include:

- All properties abutting the proposed street segment to be modified.
- All properties on adjacent street(s) with ingress/egress only possible via the modified street segment.
- All properties on adjacent street(s) that have alternative points of ingress/egress but will be otherwise affected by the modified street segment."

All residents on Cosmic Lane, Brad Street, and Breezmont Drive will be affected by the proposed traffic calming measures because they are accessed exclusively from Country Club Drive. The traffic shed also includes some property owners and residents on Country Club Drive itself.

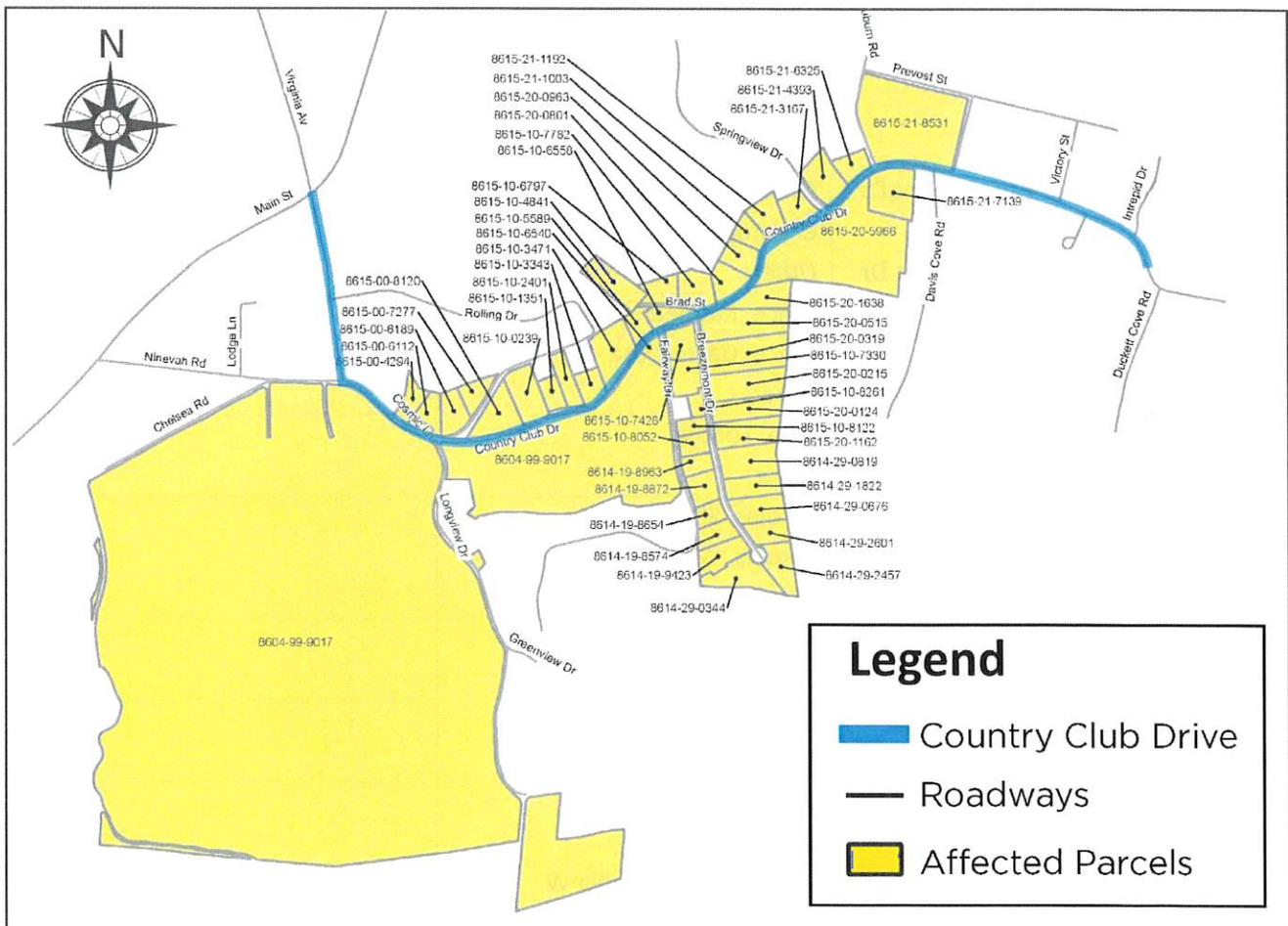


Figure 4) Traffic Shed Map

PIN	Address	Owner Name	Property Owner Signature
8615-10-0239	365 Country Club Dr	Breese, Susan B. Breese, Ronald S. <i>Other:</i>	
8615-10-1351	401 Country Club Dr	Allsbrook, William Calvin Allsbrook, Jerry Boyd <i>Other:</i>	
8615-10-2401	407 Country Club Dr	Sweet, Laura A. Sweet, Marshall <i>Other:</i>	
8615-10-2495	273 Rolling Dr	Woody, Stephen W. <i>Other:</i>	
8615-10-3343	419 Country Club Dr	Morrison, Edward M. Morrison, Eric Scott <i>Other:</i>	
8615-10-3471	267 Rolling Dr	Owen, William B. <i>Other:</i>	
8615-10-5589	55 Brad St	<i>Name:</i>	
8615-10-6540	Fairway Dr	Whitner Prevost Sr Estate <i>Name:</i>	
8615-10-6558	41 Brad St	Stewart, Dixie Lee Stewart, Richard McBee <i>Other:</i>	
8615-10-6797	32 Brad St	Treadway, Laura Danielle Treadway, Michael Shane <i>Other:</i>	
8615-10-7330	31 Fairway Dr	Chase, Janet J. Chase, Patrick J. <i>Other:</i>	
8615-10-7428	552 Country Club Dr	Gordan, Sheila R. <i>Other:</i>	
8615-10-7782	569 Country Club Dr	Ray, Deborah B. <i>Other:</i>	
8615-10-8052	104 Breezemont Dr	Lyden, Maureen R. Lyden, William David <i>Other:</i>	
8615-10-8122	88 Breezemont Dr	Kenchel, Lynn R. Cochran, Michael D. <i>Other:</i>	
8615-10-8261	78 Breezemont Dr	Kalus, Kelly A.	

Preliminary Traffic Calming Plan

Recommended treatment

This segment of Country Club Drive meets criteria (speed limit, sight distance, road width, etc.) for consideration of traffic calming devices. However, the steep grade, limited width, and curves along the roadway make it mostly unsuitable for typical traffic calming *devices* like speed humps or chicanes. Therefore, the recommended traffic calming treatment is a series of two (2) speed humps along the relatively straight and level section of Country Club Drive near Rolling Drive and Longview Drive, coupled with a series of warning signs along the curvy, hilly portion of roadway to highlight the dangers of distracted driving and high speeds due to blind intersections and winding turns. The following signs are recommended:



MUTCD W2-7
Offset Side Road Intersection



MUTCD W1-5
Winding Road

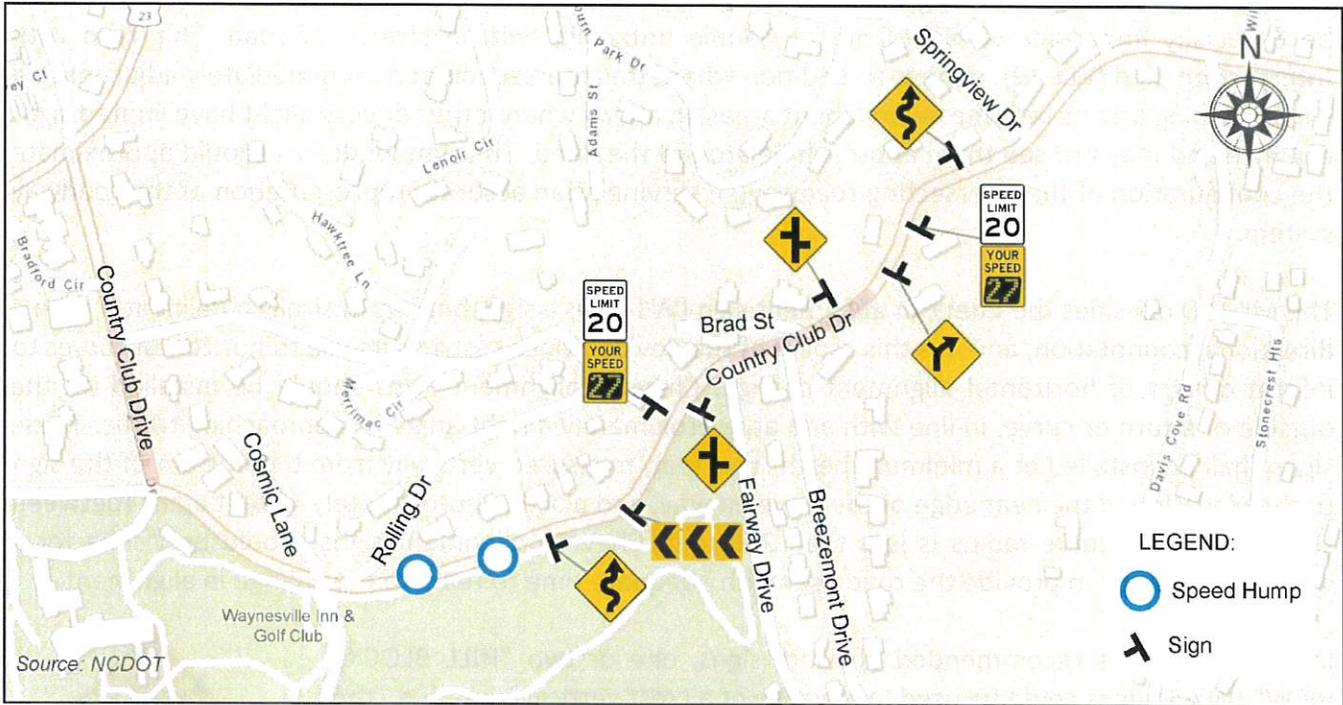


MUTCD W1-10
Turn with Intersection



MUTCD W1-8
Chevron Alignment, x3

Warning signs call attention to unexpected conditions on or adjacent to a street and to situations that might not be readily apparent to road users. Warning signs alert road users to conditions that might call for a reduction of speed or an action in the interest of safety and efficient traffic operations. These signs should help remind drivers that Country Club Drive is hilly, curvy, and has many driveways and intersections; that slowing to a safe speed (e.g., the posted speed limit of 20mph) will help them navigate the corridor in both directions.



- | | | | | | |
|---|--|---|--|---|--|
|  | MUTCD W2-7 (right)
Offset Side Road Intersection |  | MUTCD W1-10
Turn with Intersection |  | MUTCD R2-1
Speed Limit 20 |
|  | MUTCD W1-5 (right)
Winding Road |  | MUTCD W1-8 (right)
Chevron Alignment, x3 |  | Radar Speed Feedback
"Your Speed..." |

Figure 6) Approximate Location of Traffic Calming Devices

Recommended treatment guidance

The MUTCD classifies the **Chevron alignment sign (W1-8)** as a sign, but it is basically a delineator with a directional connotation, and it is this aspect of the device, which restricts its use to horizontal curves to inform drivers of horizontal alignment change. Chevron alignment signs should be installed on the outside of a turn or curve, in line with and at approximately a right angle to approaching traffic. These signs shall be installed at a minimum height of 4 feet, measured vertically from the bottom of the sign to the elevation of the near edge of the traveled way, and placed approximately 40 feet apart (between signs) when the curve radius is less than 200 feet. Chevron alignment signs should be visible for a sufficient distance to provide the road user with adequate time to react to the change in alignment.

The **Offset Side Road Intersection sign (W2-7)** can help give drivers advance warning of upcoming conflict areas, where there could be other cars entering the roadway from side roads on both sides of the street. These signs help prepare drivers to be aware and vigilant, keeping speeds safe enough to manage

Preliminary cost estimate

The probable cost for each speed hump on Country Club Drive is likely approximately \$3,500 but total costs per speed hump location can range from \$2,000 - \$5,000 when considering variations in pavement widths and including bi-directional signage and galvanized steel U-channel supports for each sign.

These preliminary cost estimates include the cost for construction materials and pavement markings but do not include preliminary design costs or traffic control for installation. Additional advisory signs are also recommended.

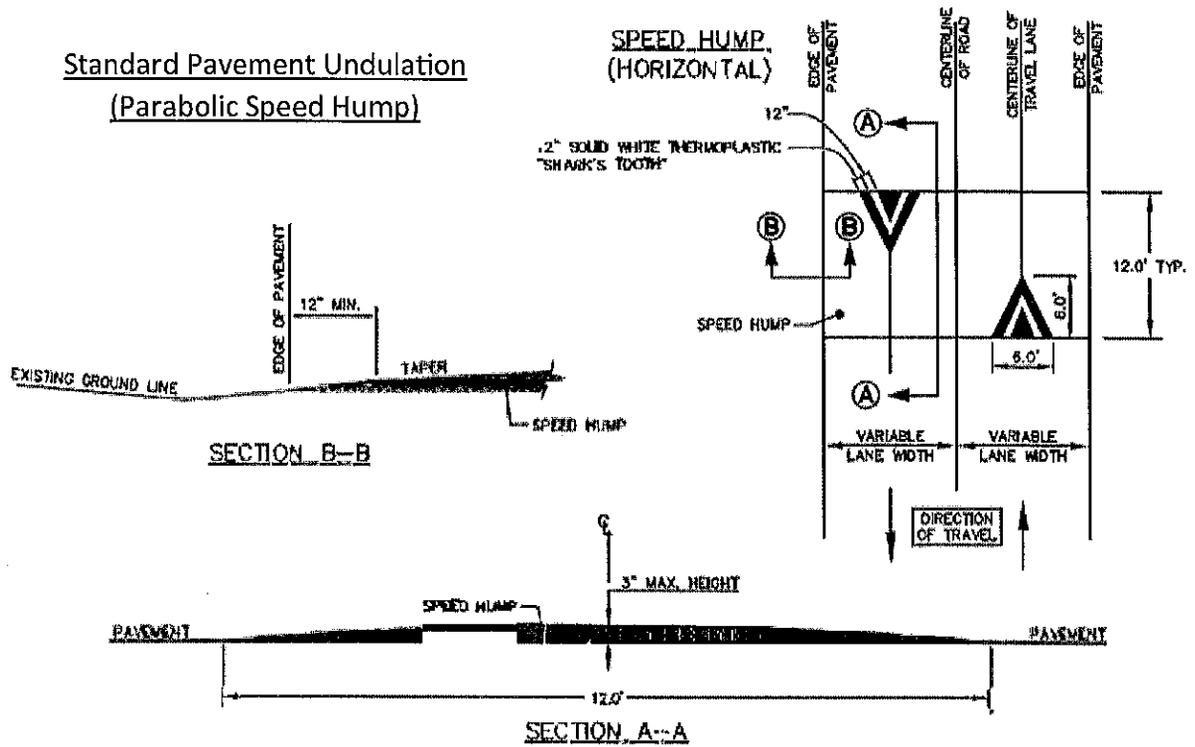
Item	Unit Cost (approx.)	# of Units	Cost
Speed Hump	\$3,500	2	\$7,000
Signage (MUTCD)	\$400	18	\$7,200
Radar Feedback Speed Sign	\$4,000	2	\$8,000
TOTAL:			\$22,200

Visual depiction of recommended traffic calming devices:



Figure 8) Northbound view of Country Club Drive. The exact location of the traffic calming measure has not been determined and this is a conceptual rendering only.

Standard Pavement Undulation
(Parabolic Speed Hump)



May 26, 2022

Jeff Stines
Public Services Director
Town of Waynesville

Re: Traffic Calming Approvals/ Owner Signatures

From: Kathy/Gary Lance, Marty Prevost, Barbara Thomas

Mr. Stines,

Attached is the completed signature package. There were 48 addresses on the list. We were able to obtain 38 signatures which is 79% to exceed the 65% required to start the improvement process. The overall feedback from the signatories was positive that "help is coming" to mitigate our neighborhood traffic concerns. We did point out to the residents that a speed hump would be effective and we assured people the "Hump" would be located as far up the road as possible to maximize effectiveness while maintaining safety.

Feedback on the speed limit signs with "Your Speed Is" flashing and the "Hill Blocks View" signs were particularly appealing in the view of several residents and as you know signs do not generally deter speeding but at least more awareness could be effective. The location for the signs, especially the electronic sign, has been a concern for several residents so hopefully the locations will not be an issue? Maybe you could also discuss this road with the Waynesville Police Chief and they could patrol the area a more little often so local drivers will become more cognizant of a potential speeding ticket?

Another recurring theme of concern is the significant drop off in several places along Country Club Drive on the right side going up the hill towards the Ninevah Community. As you know the road is winding, narrow and steep but in this case the shoulders are often non-existent or rutted out due to erosion. This creates a serious problem when a driver must move over for a truck or speeding vehicle that sometimes encroaches on the opposite lane. The drop off road shoulders were not in the scope of the J. M. Teague work, however, their response on page 2 did an excellent job of pointing out the additional hazard on this road. We would appreciate your guidance as to how to rectify this hazardous condition and possibly avoid someone getting into a head-on collision due to driver over correction potential. We did get one request for a sidewalk up Country Club Drive and maybe that would fix the problem and cause the road to narrow a bit and would slow down folks in the curve. Since the golf course driving range will be on the same side as a sidewalk that might also help the Club out since netting is planned and the height of the sidewalk will help balls from going under the netting onto the road and bounce balls back onto the range?

Kathy/Gary Lance, Marty Prevost and I have been the primary solicitors on the project since as early as October 2021 and we greatly appreciate your response and we truly thank you for this!

Sincerely,



Barbara Thomas

Property owners in the identified traffic shed

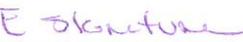
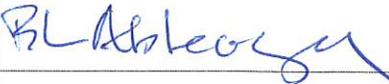
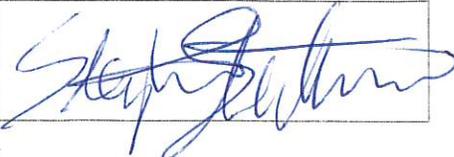
PIN	Address	Owner Name	Property Owner Signature
8604-99-9017	176 Country Club Dr	Name: WCC	
8614-19-8574	178 Breezemont Dr	Hargrove, Henry P. Other:	E-signature/ / pg. 7b
8614-19-8654	164 Breezemont Dr	Thomas, Barbara Christian Other:	Pg. 4c
8614-19-8872	138 Breezemont Dr	Ragsdale, Adora & George Other: Koonce	E signature / pg 7c
8614-19-8963	124 Breezemont Dr	Name: New owner	Pg. 4a
8614-19-9423	206 Breezemont Dr	Name: Fleming rental	
8614-29-0344	216 Breezemont Dr	Name: Linville	E. Signature/ pg. 7d
8614-29-0819	129 Breezemont Dr	Wilson, Amy K. Holmes, Matthew E. Other:	Pg.4b
8614-29-1822	165 Breezemont Dr	Phillips, Kassie Phillips, Jeremy Other:	Pg. 4a
8614-29-2457	229 Breezemont Dr	Christopher, Tracey J. Other:	Pg. 4a
8614-29-0676		Lance, Kathleen Davis Lance, Garrett Lee	
8614-29-2601	203 Breezemont Dr	Other:	Pg. 4a
8615-00-3265		Cole, Todd A.	
8615-00-4220	305 Cosmic Lane	Other:	
8615-00-4273	62 Cosmic Lane	Nikolas, Sharon K. Nikolas, William O. Other:	
8615-00-6112	52 Cosmic Lane	Stringer, Amanda Other: B. L. Auseburger/spouse	Pg. 4a
8615-00-6189	406 Rolling Dr	Frink, Alyson E. Other:	
8615-00-7277	368 Rolling Dr	Varn, Edith S. Other:	
8615-00-8120	329 Country Club Dr	Strickland, Stephanie W. Strickland, Steven L. Other:	Pg. 4a

PIN	Address	Owner Name	Property Owner Signature
8615-10-0239	365 Country Club Dr	Breese, Susan B. Breese, Ronald S. <i>Other:</i>	Pg. 5c
8615-10-1351	401 Country Club Dr	Allsbrook, William Calvin Allsbrook, Jerry Boyd <i>Other:</i>	Pg. 5a
8615-10-2401	407 Country Club Dr	Sweet, Laura A. Sweet, Marshall <i>Other:</i> Ryan Frost/on deed	E signature/ Pg. 7a
8615-10-2495	273 Rolling Dr	Woody, Stephen W. <i>Other:</i>	
8615-10-3343	419 Country Club Dr	Morrison, Edward M. Morrison, Eric Scott <i>Other:</i>	E signature/ Pg. 7f
8615-10-3471	267 Rolling Dr	Owen, William B. <i>Other:</i>	Pg. 5a
8615-10-5589	55 Brad St	<i>Name:</i> Mark Murphy	Pg. 5a
8615-10-6540	Fairway Dr	Whitner Prevost Sr Estate <i>Name:</i>	Pg. 5a
8615-10-6558	41 Brad St	Stewart, Dixie Lee Stewart, Richard McBee <i>Other:</i>	Pg. 5a
8615-10-6797	32 Brad St	Treadway, Laura Danielle Treadway, Michael Shane <i>Other:</i>	Pg. 5a
8615-10-7330	31 Fairway Dr	Chase, Janet J. Chase, Patrick J. <i>Other:</i>	
8615-10-7428	552 Country Club Dr	Gordan, Sheila R. <i>Other:</i>	Pg. 5a
8615-10-7782	569 Country Club Dr	Ray, Deborah B. <i>Other:</i>	Pg. 5a
8615-10-8052	104 Breezemont Dr	Lyden, Maureen R. Lyden, William David <i>Other:</i>	Pg. 5b
8615-10-8122	88 Breezemont Dr	Kenchel, Lynn R. Cochran, Michael D. <i>Other:</i>	Pg. 5a
8615-10-8261	78 Breezemont Dr	Kalus, Kelly A.	Pg. 5b

PIN	Address	Owner Name	Property Owner Signature
		Kalus, Matthew E. <i>Other:</i>	Duplicate
8615-20-0124	89 Breezemont Dr	Prevost, Mary W. Prevost, Ralph Jr. <i>Other:</i>	Pg. 6a
8615-20-0215	53 Breezemont Dr	Mack, Donna E. Killian, Leon M. III <i>Other:</i>	Pg. 6a
8615-20-0319	35 Breezemont Dr	Hall, Janet Rena <i>Other:</i>	Pg. 6b
8615-20-0515	568 Country Club Dr	Sparks, Mack Jr. <i>Other:</i>	E signature/ Pg. 7e
8615-20-0801 8615-20-0963	601 Country Club Dr	Shelton, Camilla James James, Francis Duke Jr. <i>Other:</i>	Pg. 6b
8615-20-1162	105 Breezemont Dr	Hargrove, Robbie S. <i>Other:</i>	Pg. 6a
8615-20-1638	594 Country Club Dr	Thornton, Shelley Caless Thornton, John Thomas Jr. <i>Other:</i>	Pg. 6c
8615-20-5966	626 Country Club Dr	League, Sarah Jane <i>Other:</i>	Pg. 6c
8615-21-1003	661 Country Club Dr	Hankins, Gigi <i>Other:</i>	Pg. 6a
8615-21-1192	669 Country Club Dr	Shansey, Marcia N. <i>Other:</i>	
8615-21-3167	9 Springview Dr	Prince, Patricia A. Prince, Robert William III <i>Other:</i>	Pg. 6b
8615-21-4393	757 Country Club Dr	Scianna, Kathryn E. <i>Other:</i>	Pg. 6b
8615-21-6325	769 Country Club Dr	Caudle, DJ <i>Other:</i>	Pg. 6b
8615-21-7139	802 Country Club Dr	Moore, Catherine Norman Moore, Paul Henry <i>Other:</i>	Pg. 6b
8615-21-7599	609 Auburn Rd	Ward, Patricia A. <i>Other:</i>	

Linville ??

Property owners in the identified traffic shed

PIN	Address	Owner Name	Property Owner Signature
8604-99-9017	^{WCC} 176 Country Club Dr	Name:	
^{Email} 8614-19-8574	^{KL} 178 Breezemont Dr	Hargrove, Henry P. Other:	^E 
8614-19-8654	164 Breezemont Dr	Thomas, Barbara Christian Other:	
^{Email} 8614-19-8872	138 Breezemont Dr	Ragsdale, Adora & George Other: ^{+ BO Burke}	^E 
8614-19-8963	124 Breezemont Dr	Name: ^{Next to Ragsdale}	
^{Next} 8614-19-9423	^{KL} 206 Breezemont Dr	Fleming Name:	
^{Email} 8614-29-0344	216 Breezemont Dr	Linville Name:	^E 
8614-29-0819	129 Breezemont Dr	Wilson, Amy K. Holmes, Matthew E. Other:	
8614-29-1822	165 Breezemont Dr	Phillips, Kassie Phillips, Jeremy Other:	
8614-29-2457	^{KL} 229 Breezemont Dr	Christopher, Tracey J. Other:	
8614-29-0676	^{KL} 203 Breezemont Dr	Lance, Kathleen Davis Lance, Garrett Lee Other:	
8615-00-3265	305 Cosmic Lane	Cole, Todd A. Other:	
8615-00-4220	62 Cosmic Lane	Nikolas, Sharon K. Nikolas, William O. Other:	
8615-00-6112	52 Cosmic Lane	Stringer, Amanda Other: ^{BL Alexander}	^{BL} 
8615-00-6189	406 Rolling Dr	Frink, Alyson E. Other:	
8615-00-7277	368 Rolling Dr	Varn, Edith S. Other:	
8615-00-8120	^{KL} 329 Country Club Dr	Strickland, Stephanie W. Strickland, Steven L. Other:	

421-0541 Cathy
 421-0542 Gary-

Property owners in the identified traffic shed

PIN	Address	Owner Name	Property Owner Signature
8604-99-9017	176 Country Club Dr	<i>Way ce</i> Name:	
8614-19-8574	178 Breezemont Dr	Hargrove, Henry P. Other:	
8614-19-8654	164 Breezemont Dr	Thomas, Barbara Christian Other:	
8614-19-8872	138 Breezemont Dr	Ragsdale, Adora & George Other:	
8614-19-8963	124 Breezemont Dr	<i>WS Vesta LLC</i> Name:	
8614-19-9423	<i>Fle</i> 206 Breezemont Dr	<i>Fleming Rentals</i> Name:	
8614-29-0344	216 Breezemont Dr	<i>Sunwest Av. Lincoln</i> Name:	
8614-29-0819	129 Breezemont Dr	Wilson, Amy K. Holmes, Matthew E. Other:	<i>Matthew Holmes</i>
8614-29-1822	165 Breezemont Dr	Phillips, Kassie Phillips, Jeremy Other:	
8614-29-2457	229 Breezemont Dr	Christopher, Tracey J. Other:	
8614-29-0676		Lance, Kathleen Davis Lance, Garrett Lee	
8614-29-2601	203 Breezemont Dr	Other:	
8615-00-3265		Cole, Todd A.	
8615-00-4220	305 Cosmic Lane	Other:	
8615-00-4273	62 Cosmic Lane	Nikolas, Sharon K. Nikolas, William O. Other:	
8615-00-6112	52 Cosmic Lane	Stringer, Amanda Other:	
8615-00-6189	406 Rolling Dr	Frink, Alyson E. Other:	
8615-00-7277	368 Rolling Dr	Varn, Edith S. Other:	
8615-00-8120	329 Country Club Dr	Strickland, Stephanie W. Strickland, Steven L. Other:	

June

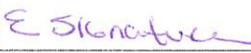
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Property owners in the identified traffic shed

PIN	Address	Owner Name	Property Owner Signature
8604-99-9017	176 Country Club Dr	Name:	
<i>K</i> 8614-19-8574	178 Breezemont Dr	Hargrove, Henry P. Other:	<i>E. Stobbe</i>
8614-19-8654	164 Breezemont Dr	Thomas, Barbara Christian Other:	<i>Barbara Thomas</i>
<i>B</i> 8614-19-8872	138 Breezemont Dr	Ragsdale, Adora & George Other: <i>Kane</i>	<i>E. Stobbe</i>
8614-19-8963	124 Breezemont Dr	Name:	
8614-19-9423	206 Breezemont Dr	Name:	
<i>K?</i> <i>more</i> <i>likely</i> 8614-29-0344	216 Breezemont Dr	Name:	
<i>M</i> 8614-29-0819	129 Breezemont Dr	Wilson, Amy K. Holmes, Matthew E. Other:	
<i>B</i> 8614-29-1822	165 Breezemont Dr	Phillips, Kassie Phillips, Jeremy Other:	
<i>K</i> 8614-29-2457	229 Breezemont Dr	Christopher, Tracey J. Other:	
<i>K</i> 8614-29-0676		Lance, Kathleen Davis Lance, Garrett Lee	
8614-29-2601	203 Breezemont Dr	Other:	
8615-00-3265		Cole, Todd A.	
8615-00-4220	305 Cosmic Lane	Other:	
8615-00-4273	62 Cosmic Lane	Nikolas, Sharon K. Nikolas, William O. Other:	
8615-00-6112	52 Cosmic Lane	Stringer, Amanda Other:	
8615-00-6189	406 Rolling Dr	Frink, Alyson E. Other:	
8615-00-7277	368 Rolling Dr	Varn, Edith S. Other:	
<i>K</i> 8615-00-8120	329 Country Club Dr	Strickland, Stephanie W. Strickland, Steven L. Other:	

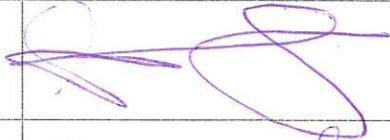
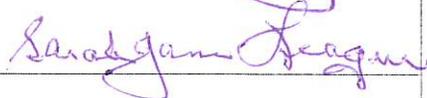
PIN	Address	Owner Name	Property Owner Signature
8615-10-0239	365 Country Club Dr	Breese, Susan B. Breese, Ronald S. Other:	
8615-10-1351	401 Country Club Dr	Allsbrook, William Calvin Allsbrook, Jerry Boyd Other:	<i>William Allsbrook</i>
8615-10-2401	407 Country Club Dr	Sweet, Laura A. Sweet, Marshall Other:	
8615-10-2495	273 Rolling Dr	Woody, Stephen W. Other:	
8615-10-3343	419 Country Club Dr	Morrison, Edward M. Morrison, Eric Scott Other:	
8615-10-3471	267 Rolling Dr	Owen, William B. Other:	<i>William B Owen</i>
8615-10-5589	55 Brad St	Name: <i>MARK MURPHY</i>	<i>Mark Murphy</i>
8615-10-6540	Fairway Dr	Whitner Prevost Sr Estate Name:	<i>Rosalie Prevost</i>
8615-10-6558	41 Brad St	Stewart, Dixie Lee Stewart, Richard McBee Other:	<i>Richard Stewart</i>
8615-10-6797	32 Brad St	Treadway, Laura Danielle Treadway, Michael Shane Other:	<i>Michael Treadway</i>
8615-10-7330	31 Fairway Dr	Chase, Janet J. Chase, Patrick J. Other:	
8615-10-7428	552 Country Club Dr	Gordan, Sheila R. Other:	<i>Sheila Gordan</i>
8615-10-7782	569 Country Club Dr	Ray, Deborah B. Other:	<i>Deborah Ray</i>
8615-10-8052	104 Breezemont Dr	Lyden, Maureen R. Lyden, William David Other:	<i>William Lyden</i>
8615-10-8122	88 Breezemont Dr	Kenchel, Lynn R. Cochran, Michael D. Other:	<i>Michael Cochran</i>
8615-10-8261	78 Breezemont Dr	Kalus, Kelly A.	

PIN	Address	Owner Name	Property Owner Signature
8615-10-0239	KL 365 Country Club Dr	Breese, Susan B. Breese, Ronald S. Other:	
8615-10-1351	401 Country Club Dr	Allsbrook, William Calvin Allsbrook, Jerry Boyd Other:	
8615-10-2401	407 Country Club Dr	Sweet, Laura A. Sweet, Marshall Other: Ryan Frost Marshall Sweet	
8615-10-2495	273 Rolling Dr	Woody, Stephen W. Other:	
8615-10-3343	KL 419 Country Club Dr	Morrison, Edward M. Morrison, Eric Scott Other:	
8615-10-3471	267 Rolling Dr	Owen, William B. Other:	
8615-10-5589	55 Brad St	Name:	
8615-10-6540	Fairway Dr	Whitner Prevost Sr Estate Name:	
8615-10-6558	41 Brad St	Stewart, Dixie Lee Stewart, Richard McBee Other:	
8615-10-6797	32 Brad St	Treadway, Laura Danielle Treadway, Michael Shane Other:	
8615-10-7330	31 Fairway Dr	Chase, Janet J. Chase, Patrick J. Other:	
8615-10-7428	552 Country Club Dr	Gordan, Sheila R. Other:	
8615-10-7782	569 Country Club Dr	Ray, Deborah B. Other:	
8615-10-8052	KL 104 Breezemont Dr	Lyden, Maureen R. Lyden, William David Other:	
8615-10-8122	88 Breezemont Dr	Kenchel, Lynn R. Cochran, Michael D. Other:	
8615-10-8261	78 Breezemont Dr	Kalus, Kelly A.	

Email

PIN	Address	Owner Name	Property Owner Signature
		Kalus, Matthew E. Other:	
8615-20-0124	89 Breezemont Dr	Prevost, Mary W. Prevost, Ralph Jr. Other:	Mary W. Prevost
8615-20-0215	53 Breezemont Dr	Mack, Donna E. Killian, Leon M. III Other:	Leon M. Killian III Donna Mack
8615-20-0319	35 Breezemont Dr	Hall, Janet Rena Other:	
8615-20-0515	568 Country Club Dr	Sparks, Mack Jr. Other:	
8615-20-0801 8615-20-0963	601 Country Club Dr	Shelton, Camilla James James, Francis Duke Jr. Other:	
8615-20-1162	105 Breezemont Dr	Hargrove, Robbie S. Other:	Douglas Hargrove, POA
8615-20-1638	594 Country Club Dr	Thornton, Shelley Caless Thomas, John Thomas Jr. Other:	
8615-20-5966	626 Country Club Dr	League, Sarah Jane Other:	
8615-21-1003	661 Country Club Dr	Hankins, Gigi Other:	Gigi Hankins
8615-21-1192	669 Country Club Dr	Shansey, Marcia N. Other:	
8615-21-3167	9 Springview Dr	Prince, Patricia A. Prince, Robert William III Other:	
8615-21-4393	757 Country Club Dr	Scianna, Kathryn E. Other:	
8615-21-6325	769 Country Club Dr	Caudle, DJ Other:	
8615-21-7139	802 Country Club Dr	Moore, Catherine Norman Moore, Paul Henry Other:	
8615-21-7599	609 Auburn Rd	Ward, Patricia A. Other:	

PIN	Address	Owner Name	Property Owner Signature
		Kalus, Matthew E. Other:	See previous pg
8615-20-0124	89 Breezemont Dr	Prevost, Mary W. Prevost, Ralph Jr. Other:	
8615-20-0215	53 Breezemont Dr	Mack, Donna E. Killian, Leon M. III Other:	
8615-20-0319	KL 35 Breezemont Dr	Hall, Janet Rena Other:	Janet Rena Hall
8615-20-0515	KL 568 Country Club Dr	Sparks, Mack Jr. Other:	E. Sparks
8615-20-0801 8615-20-0963	KL 601 Country Club Dr	Shelton, Camilla James James, Francis Duke Jr. Other:	Francis Duke James, Jr.
8615-20-1162	105 Breezemont Dr	Hargrove, Robbie S. Other:	
8615-20-1638	Tommy 594 Country Club Dr	Thornton, Shelley Caless Thornton, John Thomas Jr. Other:	
8615-20-5966	626 Country Club Dr	League, Sarah Jane Other:	
8615-21-1003	661 Country Club Dr	Hankins, Gigi Other:	
8615-21-1192	669 Country Club Dr	Shansey, Marcia N. Other:	
8615-21-3167	KL 9 Springview Dr	Prince, Patricia A. Prince, Robert William III Other:	Patricia A. Prince
8615-21-4393	KL ? 757 Country Club Dr	Scianna, Kathryn E. Other:	Kathryn Scianna
8615-21-6325	KL 769 Country Club Dr	Caudle, DJ Other:	DJ. Caudle
8615-21-7139	802 Country Club Dr	Moore, Catherine Norman Moore, Paul Henry Other:	
8615-21-7599	609 Auburn Rd	Ward, Patricia A. Other:	

PIN	Address	Owner Name	Property Owner Signature
		Kalus, Matthew E. <i>Other:</i>	see previous pg
8615-20-0124	89 Breezemont Dr	Prevost, Mary W. Prevost, Ralph Jr. <i>Other:</i>	
8615-20-0215	53 Breezemont Dr	Mack, Donna E. Killian, Leon M. III <i>Other:</i>	
8615-20-0319	35 Breezemont Dr	Hall, Janet Rena <i>Other:</i>	
8615-20-0515	568 Country Club Dr	Sparks, Mack Jr. <i>Other:</i>	
8615-20-0801 8615-20-0963	601 Country Club Dr	Shelton, Camilla James James, Francis Duke Jr. <i>Other:</i>	
8615-20-1162	105 Breezemont Dr	Hargrove, Robbie S. <i>Other:</i>	
8615-20-1638	594 Country Club Dr	Thornton, Shelley Caless Thornton, John Thomas Jr. <i>Other: Thiney</i>	
8615-20-5966	626 Country Club Dr	League, Sarah Jane <i>Other:</i>	
8615-21-1003	661 Country Club Dr	Hankins, Gigi <i>Other:</i>	
8615-21-1192	669 Country Club Dr	Shansey, Marcia N. <i>Other:</i>	
8615-21-3167	9 Springview, Dr	Prince, Patricia A. Prince, Robert William III <i>Other:</i>	
8615-21-4393	757 Country Club Dr	Scianna, Kathryn E. <i>Other:</i>	
8615-21-6325	769 Country Club Dr	Caudle, DJ <i>Other:</i>	
8615-21-7139	802 Country Club Dr	Moore, Catherine Norman Moore, Paul Henry <i>Other:</i>	
8615-21-7599	609 Auburn Rd	Ward, Patricia A. <i>Other:</i>	

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I understand the recommendation developed by J.M. Teague for the Town of Waynesville to "calm" the traffic on Country Club Drive. As the owner of an effected property, I am in favor of proceeding with the proposal.

Ryan P Frost

05/17/2022

Signature

Owner or Legal Representative

407 Country Club

*Document
Pg 5c*

7a

Document Completion Summary

Signed Form Identifier: 3b9764d8-ad60-49e1-b695-1b0a05c5dfdd
Form Name : Road Calming Signature Form
Sending Agency : L.N. Davis Insurance Agency
Total Number of Pages : 1
Recipient : Ryan Frost - ryan@anchormanagers.com

Document History

5/17/2022 11:43:57 AM
Form notification email sent to: Ryan Frost - ryan@anchormanagers.com

5/17/2022 12:38:43 PM
Ryan Frost - ryan@anchormanagers.com viewed the form.
IP: 76.101.132.178

5/17/2022 12:43:41 PM
Ryan Frost - ryan@anchormanagers.com signed the form.
IP: 76.101.132.178

I understand the recommendation developed by J.M. Teague for the Town of Waynesville to "calm" the traffic on Country Club Drive. As the owner of an effected property, I am in favor of proceeding with the proposal.

Henry Hargrove

05/05/2022

Signature

Owner or Legal Representative

178 Breckenmont Drive

Document Completion Summary

Signed Form Identifier: 63997bc8-86cc-4682-995d-ca1ffd9ea31f
Form Name : Road Signature Page
Sending Agency : L.N. Davis Insurance Agency
Total Number of Pages : 1
Recipient : Henry Hargrove - hhargrove605@gmail.com

Document History

5/5/2022 12:23:04 PM
Form notification email sent to: Henry Hargrove - hhargrove605@gmail.com

5/5/2022 12:24:09 PM
Henry Hargrove - hhargrove605@gmail.com viewed the form.
IP: 107.127.49.38

5/5/2022 12:25:56 PM
Henry Hargrove - hhargrove605@gmail.com signed the form.
IP: 107.127.49.38

I understand the recommendation developed by J.M. Teague for the Town of Waynesville to "calm" the traffic on Country Club Drive. As the owner of an effected property, I am in favor of proceeding with the proposal.

Burke Koonce

05/06/2022

Signature

Owner or Legal Representative

138 Breezewood Drive

7c

Document Completion Summary

Signed Form Identifier: 038d33ae-c189-4cc5-87cd-67cf00b9d28e
Form Name : Road Improvement Signature
Sending Agency : L.N. Davis Insurance Agency
Total Number of Pages : 1
Recipient : Burke Koonce - burke.koonce@gmail.com

Document History

5/6/2022 9:05:40 AM
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5/6/2022 9:48:15 AM
Burke Koonce - burke.koonce@gmail.com viewed the form.
IP: 174.247.9.42

5/6/2022 10:29:16 AM
Burke Koonce - burke.koonce@gmail.com viewed the form.
IP: 107.13.232.30

5/6/2022 10:30:40 AM
Burke Koonce - burke.koonce@gmail.com viewed the form.
IP: 107.13.232.30

5/6/2022 10:30:58 AM
Burke Koonce - burke.koonce@gmail.com signed the form.
IP: 107.13.232.30

I understand the recommendation developed by J.M. Teague for the Town of Waynesville to "calm" the traffic on Country Club Drive. As the owner of an effected property, I am in favor of proceeding with the proposal.

Tony Linville

05/11/2022

Signature

Owner or Legal Representative

216 Brezmont

Document Completion Summary

Signed Form Identifier: 710de8ed-af62-4389-9700-f5ad7422ae08
Form Name : Traffic Concern Form
Sending Agency : L.N. Davis Insurance Agency
Total Number of Pages : 1
Recipient : Tony Linville - tlinville5@gmail.com

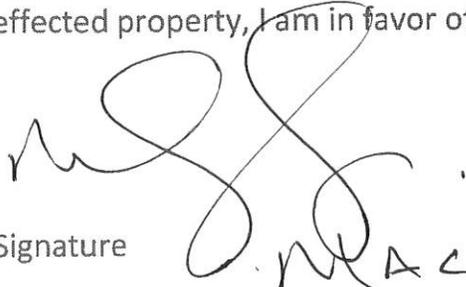
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5/11/2022 12:30:36 PM
Tony Linville - tlinville5@gmail.com viewed the form.
IP: 47.198.77.163

5/11/2022 12:30:58 PM
Tony Linville - tlinville5@gmail.com signed the form.
IP: 47.198.77.163

I understand the recommendation developed by J.M. Teague for the Town of Waynesville to "calm" the traffic on Country Club Drive. As the owner of an effected property, I am in favor of proceeding with the proposal.



Signature

MACK SPARKS -

Owner or Legal Representative

508 Country Club Drive

I understand the recommendation developed by J.M. Teague for the Town of Waynesville to "calm" the traffic on Country Club Drive. As the owner of an effected property, I am in favor of proceeding with the proposal.

Eric Morrison

05/05/2022

Signature

Owner or Legal Representative

419 Country Club Dr

Document Completion Summary

Signed Form Identifier: ad506eaa-d8b5-4afa-85d2-0ea5f9c5e2fb
Form Name : Signature Page
Sending Agency : L.N. Davis Insurance Agency
Total Number of Pages : 1
Recipient : Eric Morrison - ericsmorrison@yahoo.com

Document History

5/5/2022 12:21:37 PM
Form notification email sent to: Eric Morrison - ericsmorrison@yahoo.com

5/5/2022 1:56:37 PM
Eric Morrison - ericsmorrison@yahoo.com viewed the form.
IP: 174.212.64.220

5/5/2022 1:57:21 PM
Eric Morrison - ericsmorrison@yahoo.com signed the form.
IP: 174.212.64.220



1155 North Main Street
Waynesville, NC 28786
(P) 828.456.8383
(F) 828.456.8797
www.jmteagueengineering.com

JMTE: WAYN 1096

TECHNICAL MEMORANDUM

January 13, 2021

To: Town of Waynesville
Preston Gregg, PE
Town Engineer
129 Legion Drive
Waynesville, NC 28786
pgregg@waynesvillenc.gov

From: William Thompsen, Engineering Director
J.M. Teague Engineering & Planning (JMTE)

Subject: Traffic Calming Request Assistance - Phase II - Mitigation

Request: 10/06/2020, Christine & Glenn Kavanagh, 657 East Street, Waynesville, NC 28786

Studied Roadway: East Street between Assembly Street and Howell Street

Study Conclusion: The daily traffic volume on East Street between Assembly Street and Howell Street meets the minimum average daily traffic (ADT) threshold for consideration for implementation of traffic calming measures. Due to the 85th percentile observed speeds being nearly 15 to 20 mph above the posted speed limit, it is recommended that this location be advanced to Phase II - Mitigation for preparation of a traffic calming plan.

The following report was created for inclusion in the Town's formal petition package to be sent to the requestor based on speed study results analyzed in Phase I.



Study Traffic Shed

WAYN 1096

The following map shows the traffic shed identified for this road segment's study and analysis. This traffic shed was developed in reference to the Waynesville Traffic Calming Policy that states, "The size and extent of the service area will take into consideration the type of traffic calming project being proposed, the layout and type of properties in the vicinity, and the characteristics of the street network surrounding the proposed project site(s). Depending on the circumstances, the service area may include:

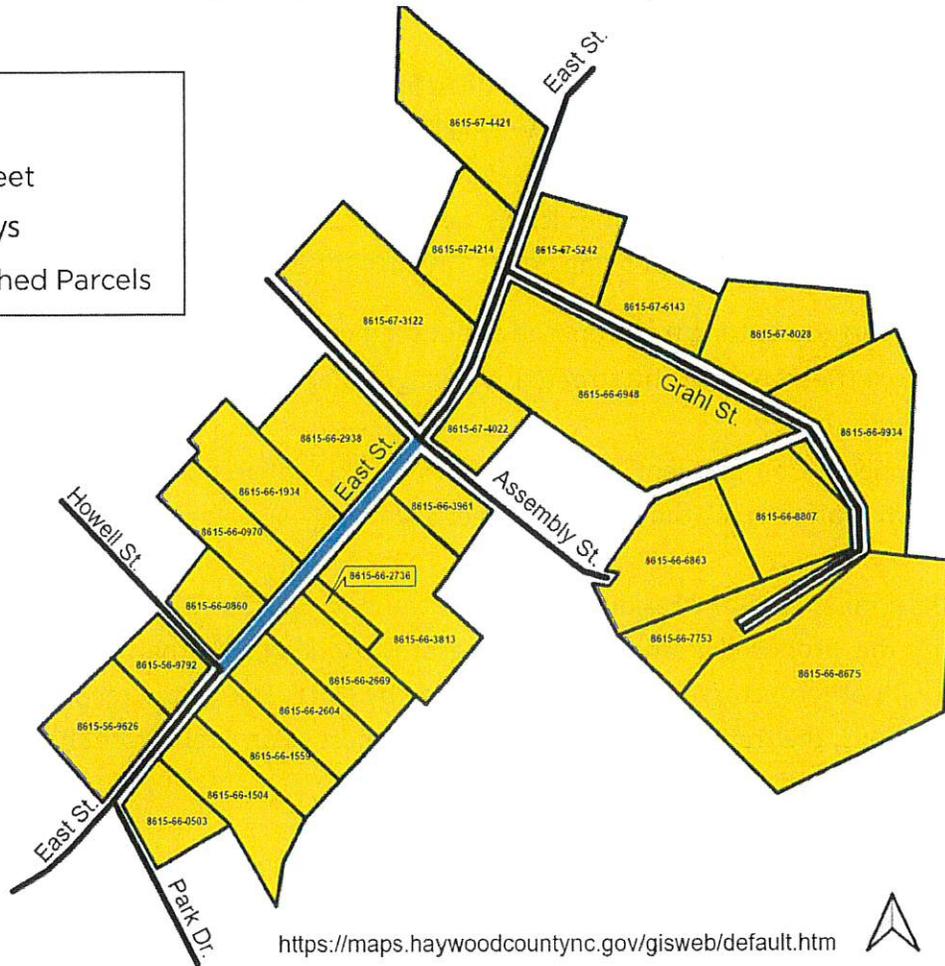
- All properties abutting the proposed street segment to be modified.
- All properties on adjacent street(s) with ingress/egress only possible via the modified street segment.
- All properties on adjacent street(s) that have alternative points of ingress/egress but will be otherwise affected by the modified street segment."

JMTE has determined that the residents directly located on East Street in the study area will be affected the most by the proposed traffic calming measures. Additionally, the area of this traffic shed was developed with other factors considered, as advised by JMTE. Due to the recommended traffic calming measure locations, the traffic shed also includes all properties on Grahl Street because these properties are accessed exclusively from East Street.

East Street Traffic Shed Map

Legend

-  East Street
-  Roadways
-  Traffic Shed Parcels



<https://maps.haywoodcountync.gov/gisweb/default.htm>



Property owners in the identified traffic shed

WAYN 1096

PIN	Address	Property Owner Name	Property Owner Signature
8615-66-1934	657 EAST ST	KAVANAGH, GLENN O KAVANAGH, DONNA C	
8615-66-2938	677 EAST ST	CONKLIN, PAUL PRICE, BILLY	
8615-66-0970	641 EAST ST	AUTREY SHEILA MARIE HEIRS	
8615-66-0860	629 EAST ST	LINDER, CASSIE MARIE LINDER, CORY WADE	
8615-66-2604	618 EAST ST	PRATT, PAUL K PRATT, PAMELA T	
8615-66-2669	630 EAST ST	RHEA, GEOFFREY LEE RHEA, BROOKE V	
8615-66-2736	630 EAST ST	RHEA, GEOFFREY LEE RHEA, BROOKE V	
8615-66-3813	650 EAST ST	HOYT CHRISTOPHER A	
8615-66-3961	680 EAST ST	FARRELL MARGIE HELEN	
8615-66-1559	604 EAST ST	WALZ, JAN BLURTON BROOKS, LESLIE ERIN SHADWICK	
8615-66-1504	598 EAST ST	COTHRAN, JAMES BUNYAN COTHRAN, BARBARA	
8615-66-0503	15 PARK DR	COFFEY ELEANOR	
8615-56-9792	426 HOWELL ST	LUX, NANCY D LUX, DONALD EDWARD	
8615-56-9626	591 EAST ST	WELCH DEREK HOWARD	
8615-67-3122	717 EAST ST	MAY, DAVID WILLIAM MAY, JESSICA CRIMM	
8615-67-4214	727 EAST ST	HAYWOOD RENTALS	
8615-67-4421	769 EAST ST	ROGERS, RODERICK N	
8615-67-4022	706 EAST ST	HAYWOOD RENTALS	
8615-66-6948	40 GRAHL ST	HAYWOOD RENTALS	
8615-66-6863	449 ASSEMBLY ST	MCCOY, JESSICA	
8615-66-8807	433 ASSEMBLY ST	MCCOY, JESSICA	
8615-66-7753	151 GRAHL ST	TOWNSEND, KELLY N	
8615-66-8675	GRAHL ST	BALL, LOWELL A	
8615-66-9934	91 GRAHL ST	MCMAHAN, JAMES ALLEN MCMAHAN, NINA BOWMAN	
8615-67-8028	71 GRAHL ST	BALL, NOAH AARON BALL, ANDREA CELESTE	
8615-67-6143	25 GRAHL ST	SHELTON, JENNIFER ANNETTE	
8615-67-5242	748 EAST ST	MILLER, JASON	

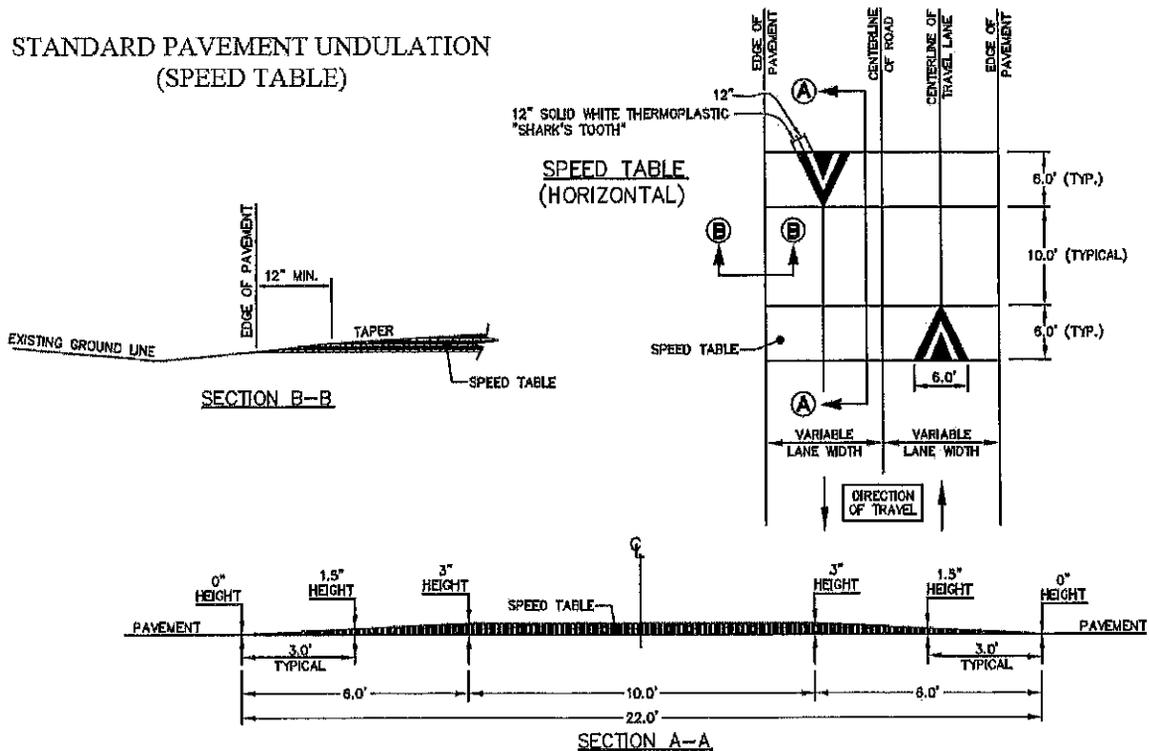
Preliminary Traffic Calming Plan

WAYN 1096

Recommended treatment:

East Street meets criteria for consideration of speed tables (ADT, speed limit, sight distance, etc.), which is the recommended traffic calming treatment. A speed table is similar to a speed hump, but is often 22 feet in length (6-foot ramps on either end of a 10-foot flat top). Speed tables create a gentle vertical rocking motion encouraging motorists to slow to a safe speed at or below the speed limit. The standard speed table is designed to slow vehicles to approximately 15 to 20 mph at each table and 25 to 30 mph in between properly spaced speed tables.

STANDARD PAVEMENT UNDULATION
(SPEED TABLE)



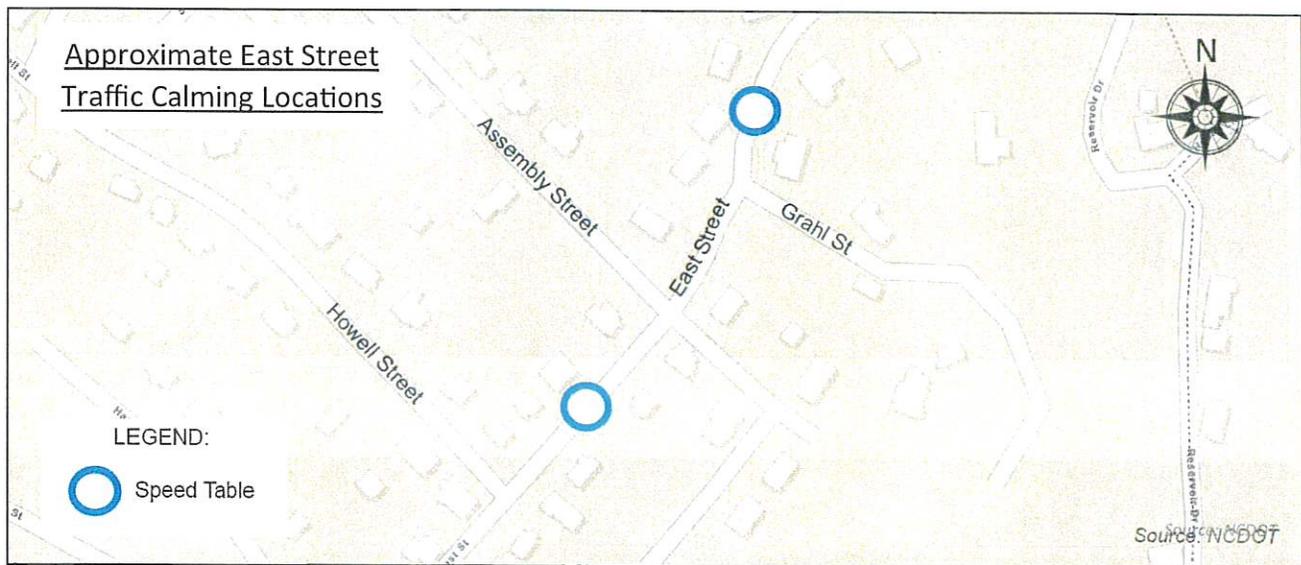
Location(s) of recommended treatment:

Placing two speed tables on East Street will help ensure that vehicles slow down along this segment of roadway. Locations were determined based on roadway geometries, including distance from intersections and existing residential driveways. While the preliminary traffic calming request was for the segment of East Street between Assembly Street and Howell Street, appropriate spacing of speed tables mandates locating one speed table higher up the hill (north of Assembly Street). This area is a slightly lower density, but the steep grade and straightaways enable higher vehicular speeds coming downhill. It is also imperative that more than one speed table be installed, but there are no feasible locations for placement west of Howell Street.

Speed tables should be placed 250 to 600 feet apart. This segment of East Street allows for two (2) speed tables spaced approximately 580 feet apart, avoiding driveway curb cuts. Speed tables should also not be placed within 150 feet of an unsignalized intersection or 250 feet of a signalized intersection. There are no signalized intersections along this segment of East Street; and the proposed speed table locations are all at least 150 feet from any unsignalized intersection.

NOTE: If future traffic volumes on Assembly Street increase to match the volumes on East Street, it may be prudent to convert the intersection to an all-way stop.

We are recommending treatment at the following locations along East Street:



NOTE: Drivers might try to avoid speed tables by swerving onto the grass shoulder. Luckily, East Street has continuous curb and gutter sidewalks along one side and frequent trees and utility poles on the other side that will limit this behavior. If speed tables are installed where there is a grass shoulder, it is recommended that an advisory sign, a flexible bollard, or other vertical element be placed in the shoulder to further limit this potential behavior.

Cost estimate:

Each speed table installation costs between \$4,000 to \$8,000, depending on roadway width. Since there are two tables recommended and a narrow roadway (approx. 20 feet), the estimated total cost is: \$5,000 per speed table. This includes cost for installation materials and pavement markings but does not include preliminary design costs or traffic control. Advisory signs are also recommended.

Item	Unit Cost (approx.)	# of Units	Cost
Speed Table	\$5,000	2	\$10,000
Signage (MUTCD)	\$400	8	\$3,200
TOTAL:			\$13,200

Visual depiction of recommended device:

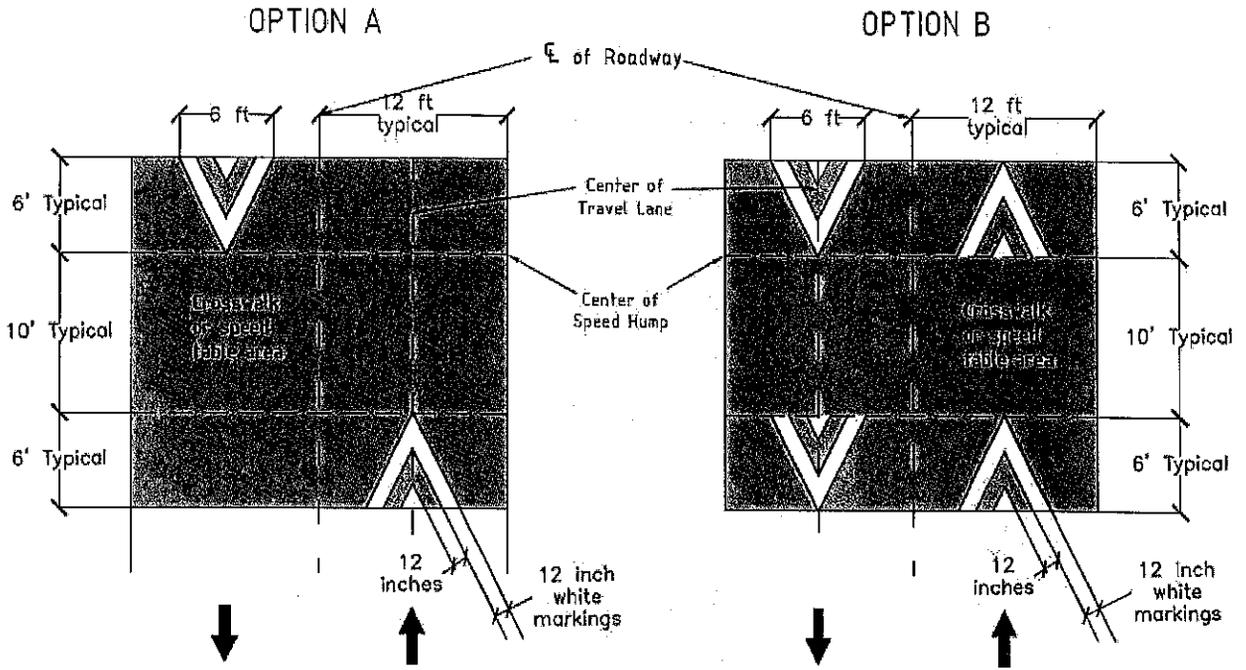


The exact locations of the traffic calming measures have not been determined and this is a conceptual rendering only.



The exact locations of the traffic calming measures have not been determined and this is a conceptual rendering only.

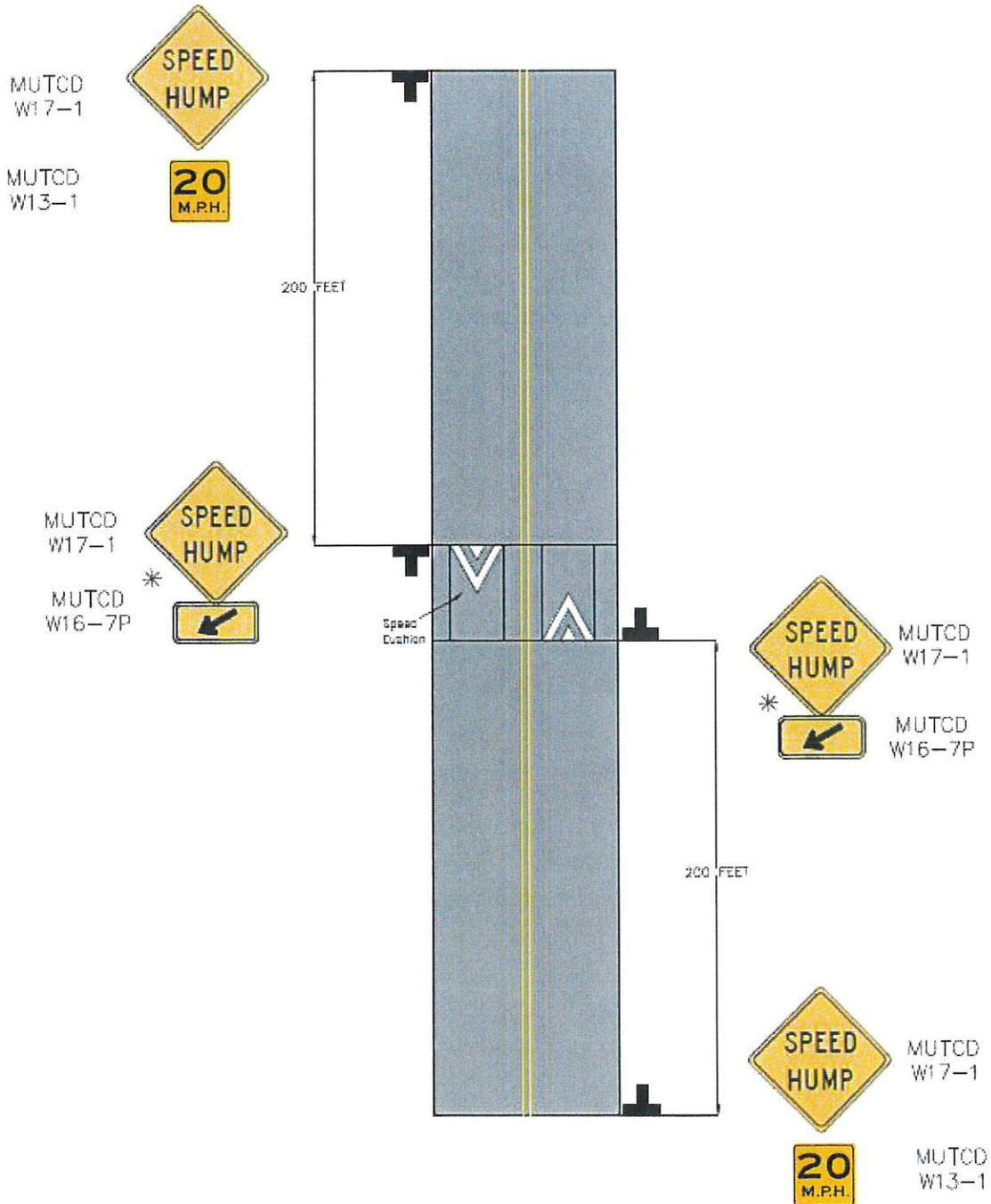
Pavement Marking Options (Speed Table)



Legend

→ Direction of travel

Recommended Signage (Speed Table)



* Recommended

NOTE: Since the speed tables are placed approximately 580 feet apart, the speed limit advisory signs (MUTCD W17-1 and W13-1) are recommended for both speed tables in the series from each direction. MUTCD signs W17-1 and W16-7P are recommended for both speed tables as well, as they provide visibility at each location.

Property owners in the identified traffic shed
WAYN 1096

PIN	Address	Property Owner Name	Property Owner Signature
13 8615-66-1934	657 EAST ST	KAVANAGH, GLENN O KAVANAGH, DONNA C	<i>[Signature]</i> 6/30/21 Donna C. Kavanagh 6/30/21
8615-66-2938	677 EAST ST	CONKLIN, PAUL PRICE, BILLY	See attached
8615-66-0970	641 EAST ST	AUTREY SHEILA MARIE HEIRS	
8615-66-0860	629 EAST ST	LINDER, CASSIE MARIE Joseph LINDER, CORY WADE <i>Barbara</i>	
14 8615-66-2604	618 EAST ST	PRATT, PAUL R O'DONNELL, JENN PRATT, PAMELA T O'DONNELL, STEPHANIE	<i>[Signature]</i> Stephanie O'Donnell
8615-66-2669	630 EAST ST	RHEA, GEOFFREY LEE RHEA, BROOKE V	See attached
8615-66-2736	630 EAST ST	RHEA, GEOFFREY LEE RHEA, BROOKE V	
15 8615-66-3813	650 EAST ST	HOYT CHRISTOPHER A	<i>[Signature]</i>
8615-66-3961	680 EAST ST	<i>Elizabeth Division</i> FARRELL MARGIE HELEN	
8615-66-1559	604 EAST ST	WALZ, JAN BLURTON BROOKS, LESLIE ERIN SHADWICK	
8615-66-1504	598 EAST ST	COTHRAN, JAMES BUNYAN COTHRAN, BARBARA	
8615-66-0503	15 PARK DR	COFFEY ELEANOR	
8615-66-9792	426 HOWELL ST	LUX, NANCY D LUX, DONALD EDWARD	
8615-66-9626	591 EAST ST	WELCH DEREK HOWARD	
8615-67-3122	717 EAST ST	MAY, DAVID WILLIAM ✓ MAY, JESSICA CRIMM	
8615-67-4214	727 EAST ST	HAYWOOD RENTALS	
8615-67-4421	769 EAST ST	ROGERS, RODERICK N	See attached
8615-67-4022	706 EAST ST	HAYWOOD RENTALS	
8615-66-6948	40 GRAHL ST	HAYWOOD RENTALS	
8615-66-6863	449 ASSEMBLY ST	MCCOY, JESSICA	See attached
8615-66-8807	433 ASSEMBLY ST	MCCOY, JESSICA	See attached
8615-66-7753	151 GRAHL ST	TOWNSEND, KELLY M	See attached
8615-66-8675	GRAHL ST	BALL, LOWELL A	
8615-66-9934	91 GRAHL ST	MCPAHAN, JAMES ALLEN MCPAHAN, NINA BOWMAN	See attached
8615-67-8028	71 GRAHL ST	BALL, NOAH AARON Lisa BALL, ANDREA CELESTE Neal	See attached
8615-67-6143	25 GRAHL ST	SHELTON, JENNIFER ANNETTE	See attached
8615-67-5242	748 EAST ST	MILLER, JASON	

Property owners in the Identified traffic shed
WAYN 1096

PIN	Address	Property Owner Name	Property Owner Signature
8615-66-1934	657 EAST ST	KAVANAGH, GLENN O KAVANAGH, DONNA C	
8615-66-2938	677 EAST ST	CONKLIN, PAUL PRICE, BILLY	
8615-66-0970	641 EAST ST	AUTREY SHEILA MARIE HEIRS	
8615-66-0860	629 EAST ST	LINDER, CASSIE MARIE LINDER, CORY WADE	
8615-66-2604	618 EAST ST	PRATT, PAUL K PRATT, PAMELA T	
8615-66-2669	630 EAST ST	RHEA, GEOFFREY LEE RHEA, BROOKE V	
8615-66-2736	630 EAST ST	RHEA, GEOFFREY LEE RHEA, BROOKE V	
8615-66-3813	650 EAST ST	HOYT CHRISTOPHER A	
8615-66-3961	680 EAST ST	CARROLL, ROSE HELEN <i>Elizabeth Burson</i>	<i>Elych</i>
8615-66-1559	604 EAST ST	WALZ, JAN BLURTON BROOKS, LESLIE ERIN SHADWICK	
8615-66-1504	598 EAST ST	COTHRAN, JAMES BUNYAN COTHRAN, BARBARA	
8615-66-0503	15 PARK DR	COFFEY ELEANOR	
8615-66-9792	426 HOWELL ST	LUX, MANCY D LUX, DONALD EDWARD	
8615-66-9626	591 EAST ST	WELCH DEREK HOWARD	
8615-67-3122	717 EAST ST	MAY, DAVID WILLIAM MAY, JESSICA CRIMM	<i>David W May</i>
8615-67-4214	727 EAST ST	HAYWOOD RENTALS	
8615-67-4421	769 EAST ST	ROGERS, RODERICK N	
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8615-66-6948	40 GRAHL ST	HAYWOOD RENTALS	
8615-66-6863	449 ASSEMBLY ST	MCCOY, JESSICA	
8615-66-8807	433 ASSEMBLY ST	MCCOY, JESSICA	
8615-66-7753	151 GRAHL ST	TOWNSEND, KELLY N	
8615-66-8675	GRAHL ST	BALL, LOWELL A	
8615-66-9934	91 GRAHL ST	MCMAHAN, JAMES ALLEN MCMAHAN, NINA BOWMAN	
8615-67-8028	71 GRAHL ST	BALL, NOAH AARON BALL, ANDREA CELESTE	
8615-67-6143	25 GRAHL ST	SHELTON, JENNIFER ANNETTE	
8615-67-5242	748 EAST ST	MILLER, JASON	

Subject: East Street installation of speed table

Date: Tuesday, July 13, 2021 at 2:50:13 PM Eastern Daylight Time

From: Jessica McCoy

To: Christine Kavanagh

To whom it may concern,

I am the owner of 449 and 433 East Assembly Street in Waynesville NC, 28786 and I have read the traffic study and agree to the installation of the speed table

Thank you,
Jessica McCoy
828-400-2150

Subject: Traffic Calming Plan for East Street

Date: Monday, July 12, 2021 at 3:51:25 PM Eastern Daylight Time

From: James McMahan

To: Christine Kavanagh

Hi Christine,

I am Jim McMahan. My wife, Nina, and I live at 91 Grahl Street, and received the packet of information you sent concerning traffic calming plans for East Street. We are very supportive of the plan for installation of the tables on East Street, as well as any other measures that the City decides to take to combat the problem of speeding and careless driving.

If you need us to come by to sign the petition, just let us know.

Jim and Nina McMahan
828-246-0735

10/17

Subject: (none)

Date: Tuesday, January 4, 2022 at 12:45:17 PM Eastern Standard Time

From: Brooke Rhea

To: Christine Kavanagh

As the owners of our home of the two plots of land at 630 East St. we support the installation of speed tables to slow down traffic on our street.

Subject: East street

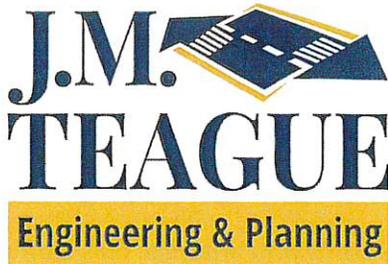
Date: Tuesday, January 4, 2022 at 10:54:25 AM Eastern Standard Time

From: Paul Conklin

To: Christine Kavanagh

We Paul D. Conklin And Billy J Price as the owners of 677 East St. are in full support of the petition to add speed tables to our neighborhood to slow traffic down and make it safer.

Sent from my iPad



1155 North Main Street
Waynesville, NC 28786
(P) 828.456.8383
(F) 828.456.8797
www.jmteagueengineering.com

JMTE: WAYN 1206

TECHNICAL MEMORANDUM

October 4, 2021

Signed Petition

To: Town of Waynesville

Jeff Stines
Public Services Director
129 Legion Drive
PO Box 100
Waynesville, NC 28786
jstines@waynesvillenc.gov

From: David Hyder, P.E., Engineering Director *David W. Hyder*
J.M. Teague Engineering & Planning (JMTE)

Subject: Traffic Calming Request Assistance - Phase II - Mitigation

Request: 09/09/2021, Lori Farrell, 162 Hazel Street, Waynesville, NC 28786

Studied Roadway: Hazel Street from North Main Street to Walnut Street

Study Conclusion: The daily traffic volume and vehicular speeds on Hazel Street between North Main Street and Walnut Street meet the minimum threshold for consideration for implementation of traffic calming measures. The 85th percentile observed speeds are 8-10 mph above the posted speed limit (20 mph).

Hazel Street is almost entirely residential, though there are commercial businesses at both ends of the street and at least one home occupation. Cherry Street and Beech Street connect to Hazel Street, with sidewalk connectivity throughout the neighborhood. Hazel Street has sidewalks on both sides and unmarked on-street parking, with driveways for each residence. Speeding is easy on Hazel Street because it is very wide (especially when there are no cars parked on the street) and straight, with an eastbound downhill slope.

Due to these factors, it is recommended that this location be advanced through the Town's traffic calming process with recommended mitigation strategies. The following report was created for inclusion in the Town's formal petition package to be sent to the requestor based on speed study results analyzed in Phase I.

JMTE determined that all residents on Hazel Street will be affected by the proposed traffic calming measures. Parsley Place relies exclusively on Hazel Street for ingress or egress, so the residences there were included in the traffic shed. However, no properties on Cherry Street or Beech Street were included. This roadway segment does feature some commercial properties, with a signature required from a representative because they represent a considerable portion of the roadway frontage.

Property owners in the identified traffic shed

PIN	Address	Owner/Resident Name	Property Owner/Resident Signature
8615-49-2200	166 Walnut Street	Angelo's Family Pizza, Inc. Representative:	
8615-49-2302	196 Walnut Street	First Citizens Bank & Trust Co. Representative:	
8615-49-3118	42 Hazel Street	Smith, Robin T. Other:	
8615-49-3184	56 Hazel Street	Blaylock, Gerald Edward Blaylock, Cherry C. Other:	
8615-49-4110	66 Hazel Street	Whisenhunt, Edith S. Other:	
8615-49-4397	71 Hazel Street	Coffey, N. R. Other:	
8615-49-5112	80 Hazel Street	Ensley, Martha T. Other:	
8615-49-6100	102 Hazel Street	Ray, Kelli A. Ray, Burton Dion Other:	
8615-49-6321	22 Cherry Street	Resident:	
8615-49-7009	126 Hazel Street	Robinson, Clarence R. Robinson, Martha B. Other:	
8615-49-7320	111 Maple Street	Ezell, Edwin Donald Ezeli, Shirley B. Other:	
8615-49-8006	144 Hazel Street	Nobeck, Anna Marie Other:	

PIN	Address	Owner/Resident Name	Property Owner/Resident Signature
8615-49-8083	162 Hazel Street	Farrell, Lori A. <i>Other:</i>	
8615-49-8239	137 Hazel Street	Dickson, Clarence H. Mann, Sybil G. <i>Other:</i>	
8615-49-8294	149 Hazel Street	Whiteley, Sandra K. <i>Other:</i>	
8615-49-9063	172 Hazel Street	<i>Resident:</i>	
8615-49-9266	163 Hazel Street	Neubert, Matthew <i>Other:</i>	
8615-58-1951	641 N. Main Street	<i>Print Haus representative:</i>	
8615-59-0052	184 Hazel Street	Dougherty, Albert C. Dougherty, Natalie <i>Other:</i>	
8615-59-0245	173 Hazel Street	Nobeck, Anna Marie <i>Other:</i>	
8615-59-1052	210 Hazel Street	Colandrea, Blake Colandrea, Nicole <i>Other:</i>	
8615-59-1188	195 Hazel Street	<i>Resident:</i>	
"	205 Hazel Street	<i>Resident:</i>	
8615-59-1204	187 Hazel Street	<i>Resident:</i>	
8615-59-2205	22 Parsley Place	<i>Resident:</i>	
"	32 Parsley Place	<i>Resident:</i>	
8615-59-3106	675 N. Main Street	<i>Hyde Brown Wilson Attorneys Representative:</i>	

Preliminary Traffic Calming Plan

Hazel Street is a two-lane bidirectional road that runs east/west from Walnut Street/Russ Avenue to North Main Street (US 23 Business). There are sidewalks along both sides from Walnut Street to Beech Street, and connections to sidewalks on Cherry Street and Walnut Street. The eastern portion of Hazel Street does not have sidewalks, though the segment between Parsley Place and North Main Street does have sidewalk on both sides, providing access to the businesses on the corner. Beech Street does not have sidewalks. Hazel Street's intersections with Walnut Street and North Main Street are stop-controlled, with a dedicated left turn lane at Walnut Street. While not marked or signed, Hazel Street is wide enough for on-street parallel parking along its entire length.

Recommended treatment:

Hazel Street meets criteria (speed limit, sight distance, road width, etc.) for consideration of traffic calming devices. The recommended traffic calming treatment is a combination of speed humps and pavement markings for on-street parking spaces, which will work in tandem to narrow the roadway width available for moving vehicles while also deliberately slowing them down.

A **speed hump** is a raised surface on the roadway that is typically three to four inches in height and 12 to 20 feet in length. Speed humps create a gentle rocking motion that encourages motorists to slow down to a safe speed as they traverse the hump at or below the speed limit. They are also minor enough to not disrupt use of on-street parking areas, which are important for regular access to the residences along Hazel Street. Speed humps will support safety for bicyclists, drivers, pedestrians, and residents along Hazel Street between Walnut Street and North Main Street, creating a calmer and more hospitable corridor for all users.

Locations of recommended treatment:

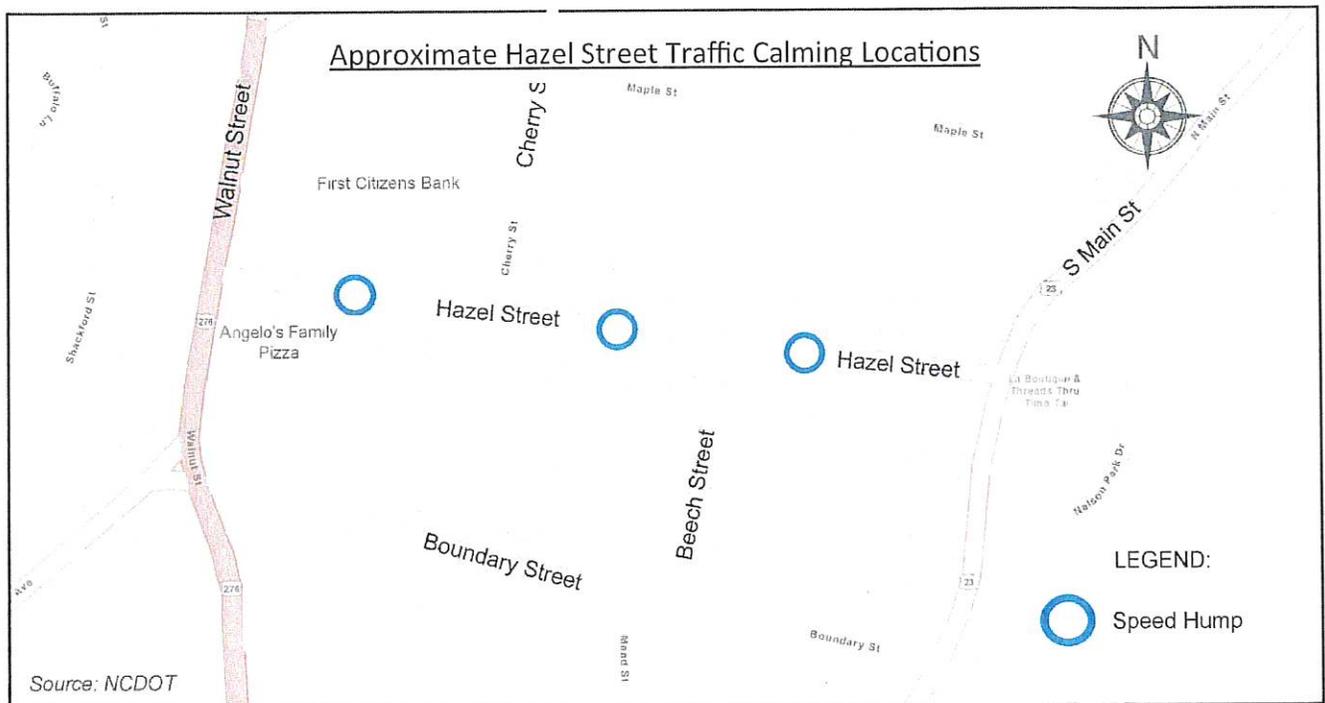
Locations were determined based on roadway geometries, including distance from intersections and existing residential driveways. The recommendation is for a series of speed humps along Hazel Street, keeping speeds consistently low along the entire corridor. These placements represent consideration of access, safety, and minimal disruption to residents' access to their driveways and on-street parking. A series of three speed humps will help ensure that vehicles slow down along this entire segment of roadway, creating a series of traffic calming measures that work together to make speeding much harder everywhere on Hazel Street.

Standard speed hump spacing is between 250 and 600 feet apart. The spacing for the Hazel Street speed humps are approximately 300-400 feet apart, which will help ensure that speeds are consistently reduced along the corridor without much opportunity for speeding in between humps. Speed humps should also not be placed within 150 feet of an unsignalized intersection or 250 feet of a signalized

intersection. The proposed speed hump and speed table locations on Hazel Street are all at least 150 feet from any intersection.

It is important to locate traffic calming measures in places that will slow vehicles down as they enter Hazel Street from all directions (Walnut Street, South Main Street, Cherry Street, or Beech Street) while also ensuring that traffic must slow down regardless of the route taken to leave the neighborhood. This makes sure that all roadway users are subject to the traffic calming devices and that speeds are reduced consistently along the corridor.

We are recommending treatment at the following locations along Hazel Street:



A tangential recommendation is to officially stripe the on-street parking areas along both sides of Hazel Street with a solid white line or mark each individual parking space. Hazel Street's considerable width is conducive to speeding because people feel safe driving fast on a wide road. When parked cars are present, driving fast feels unsafe; when there are no parked cars, drivers feel empowered to drive fast because they have almost 20 feet of pavement width to use. Adding pavement markings will create the perception that the roadway is narrower and remind drivers to navigate Hazel Street more cautiously.

Make sure to end the parking lane well before the intersections of Walnut Street and South Main Street, enabling safe turning movements from each direction. Also consider sight distance when striping the parking lane near the intersections of Cherry Street and Beech Street.

Replace all shared lane markings (sharrows) in the vehicular travel lane rather than near the curb, which is a parking lane.

JMTE determined that all residents on Hazel Street will be affected by the proposed traffic calming measures. Parsley Place relies exclusively on Hazel Street for ingress or egress, so the residences there were included in the traffic shed. However, no properties on Cherry Street or Beech Street were included. This roadway segment does feature some commercial properties, with a signature required from a representative because they represent a considerable portion of the roadway frontage.

Property owners in the identified traffic shed

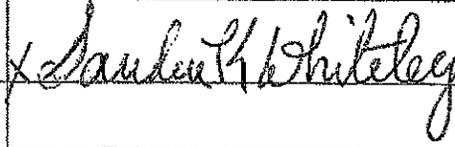
PIN	Address	Owner/Resident Name	Property Owner/Resident Signature
8615-49-2200	166 Walnut Street	Angelo's Family Pizza, Inc. Representative:	
8615-49-2302	196 Walnut Street	First Citizens Bank & Trust Co. Representative:	
8615-49-3118	42 Hazel Street	Smith, Robin T. Other: ✓	
8615-49-3184	56 Hazel Street	Blaylock, Gerald Edward Blaylock, Cherry C. Other:	Gerald Blaylock Cherry Blaylock
8615-49-4110	66 Hazel Street	Whisenhunt, Edith S. Other:	x Edith S. Whisenhunt x
8615-49-4397	71 Hazel Street	Coffey, N. R. Other:	
8615-49-5112	80 Hazel Street	Ensley, Martha T. Other:	Martha T. Ensley
8615-49-6100	102 Hazel Street	Ray, Kelli A. Ray, Burton Dion Other:	Kelli A. Ray
8615-49-6321	22 Cherry Street	Betty Henderson Resident:	
8615-49-7009	126 Hazel Street	Robinson, Clarence R. Robinson, Martha B. Other:	
8615-49-7320	111 Maple Street	Ezell, Edwin Donald Ezell, Shirley B. Other: ✓	
8615-49-8006	144 Hazel Street	Nobeck, Anna Marie Other:	

PIN	Address	Owner/Resident Name	Property Owner/Resident Signature
8615-49-8083	162 Hazel Street	Farrell, Lori A. Other:	Lori A. Farrell
8615-49-8239	137 Hazel Street	Dickson, Clarence H. Mann, Sybil G. Other:	Clarence H. Dickson Sybil G. Mann
8615-49-8294	149 Hazel Street	Whiteley, Sandra K. Other: ✓	
8615-49-9063	172 Hazel Street	Trebig Woodlawn Resident: Properties	Elizabeth Trebig
8615-49-9266	163 Hazel Street	Neubert, Matthew Other:	Matthew Neubert
8615-58-1951	641 N. Main Street	Print Haus representative:	E. K.
8615-59-0052	184 Hazel Street	Dougherty, Albert C. Dougherty, Natalie Other:	
8615-59-0245	173 Hazel Street	Nobeck, Anna Marie Other:	
8615-59-1052	210 Hazel Street	Colandrea, Blake Colandrea, Nicole Other: ✓	Kent Plemons
8615-59-1188	195 Hazel Street	Kent Plemons Resident:	X Kent Plemons
"	205 Hazel Street	Kent Plemons Resident:	X Kent Plemons
8615-59-1204	187 Hazel Street	F. Marshall Beterding Resident: ✓	X
8615-59-2205	22 Parsley Place	Kent Plemons Resident:	X Kent Plemons
"	32 Parsley Place	Kent Plemons Resident:	X Kent Plemons
8615-59-3106	675 N. Main Street	Hyde Brown Wilson Attorneys Representative:	

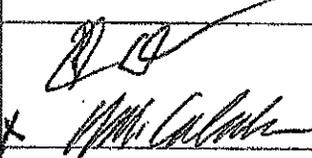
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8615-49-4397	71 Hazel Street	Coffey, N. R. Other:	
8615-49-5112	80 Hazel Street	Ensley, Martha T. Other:	
8615-49-6100	102 Hazel Street	Ray, Kelli A. Ray, Burton Dion Other:	
8615-49-6321	22 Cherry Street	Betty Henderson Resident:	
8615-49-7009	126 Hazel Street	Robinson, Clarence R. Robinson, Martha B. Other:	
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8615-58-1951	641 N. Main Street	<i>Print Haus representative:</i>	
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8615-59-0245	173 Hazel Street	Nobeck, Anna Marie <i>Other:</i>	
8615-59-1052	210 Hazel Street	Colandrea, Blake Colandrea, Nicole <i>Other:</i>	
8615-59-1188	195 Hazel Street	<i>Resident:</i>	
"	205 Hazel Street	<i>Resident:</i>	
8615-59-1204	187 Hazel Street	<i>Resident:</i>	
8615-59-2205	22 Parsley Place	<i>Resident:</i>	
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8615-59-3106	675 N. Main Street	<i>Hyde Brown Wilson Attorneys Representative:</i>	

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8615-59-1188	195 Hazel Street	<i>Resident:</i>	
"	205 Hazel Street	<i>Resident:</i>	
8615-59-1204	187 Hazel Street	F. Marshall <i>pending</i> <i>Resident:</i>	
8615-59-2205	22 Parsley Place	<i>Resident:</i>	
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8615-59-3106	675 N. Main Street	Hyde Brown Wilson Attorneys <i>Representative:</i>	

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"	32 Parsley Place	<i>Resident:</i>	
8615-59-3106	675 N. Main Street	<i>Hyde Brown Wilson Attorneys Representative:</i>	

Preliminary cost estimate:

Total costs for speed humps, including pavement markings, can range from \$2,000 - \$4,000 depending on length (based on road width) and materials. Since Hazel Street's roadway width includes on-street parking, the probable cost for each speed hump on Hazel Street is likely \$4,000.

Installation of speed humps will require MUTCD-compliant signage (bi-directional signage and galvanized steel U-channel supports for each sign). Advisory signs that reflect the target speed to traverse the speed humps are also recommended.

These preliminary cost estimates include the cost for installation (materials and pavement markings) but do not include preliminary design costs or traffic control.

Item	Unit Cost (approx.)	# of Units	Cost
Speed Hump	\$4,000	3	\$12,000
Signage (MUTCD)	\$400	8	\$3,200
Pavement Markings (Parking Lane)	\$.50/linear ft	2,400	\$1,200
Pavement Markings (Sharrows)	\$300	12	\$3,600
TOTAL:			\$20,000

Visual depiction of recommended device:

SPEED HUMP



The exact locations of the traffic calming measures have not been determined and this is a conceptual rendering only.

SPEED HUMP



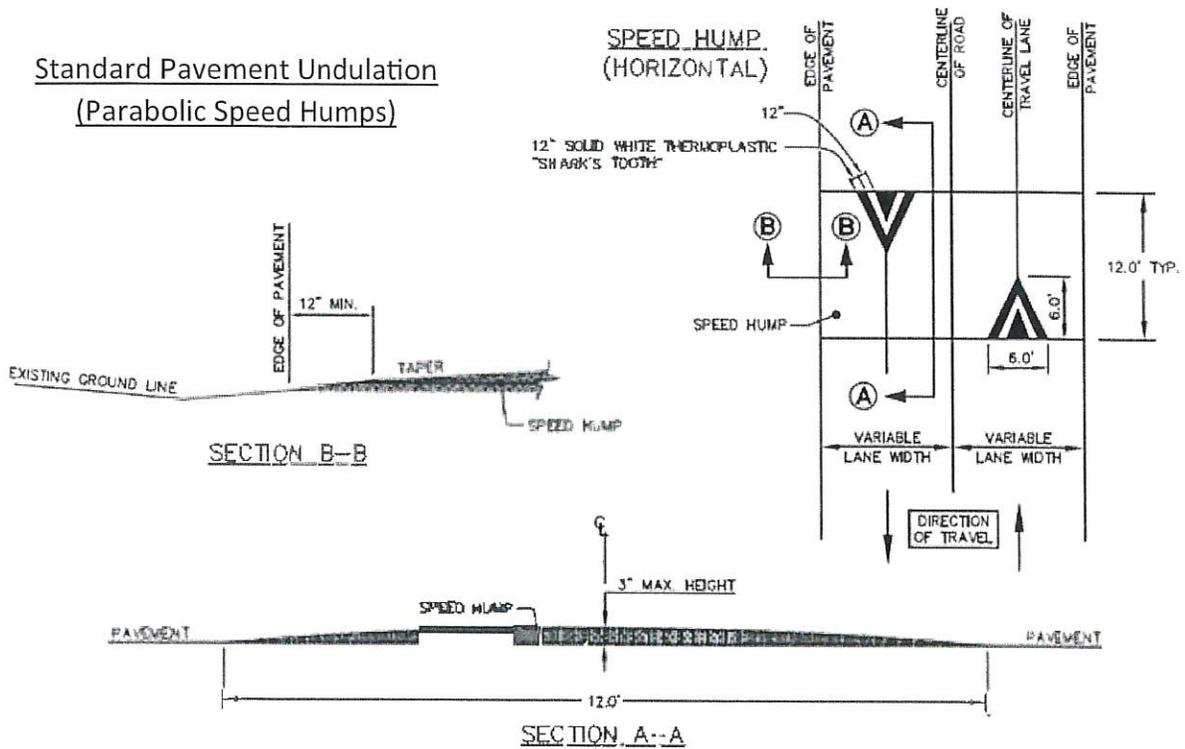
The exact locations of the traffic calming measures have not been determined and this is a conceptual rendering only.

SPEED HUMP

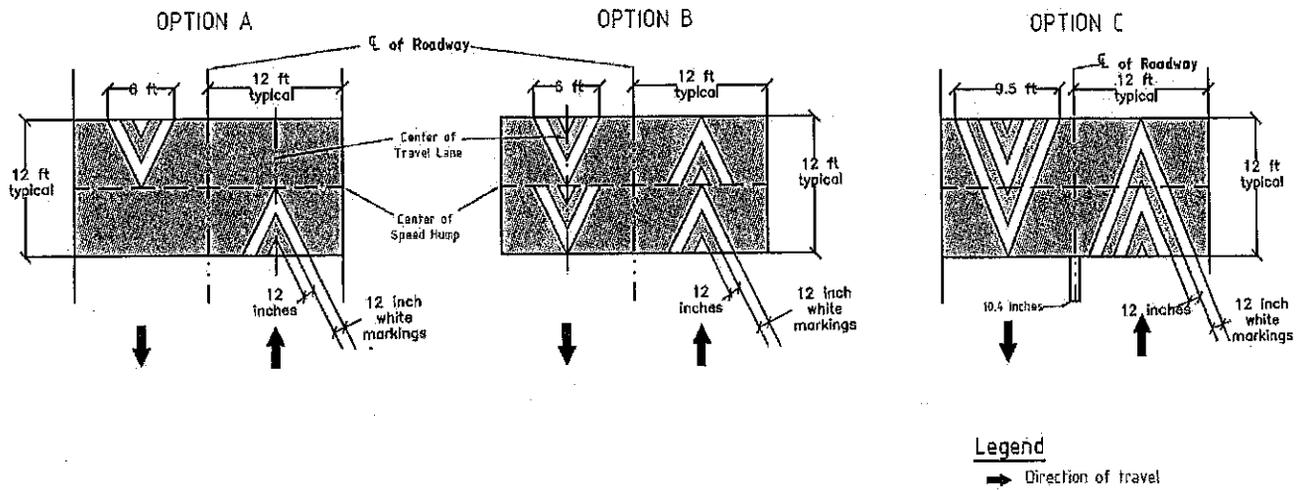


The exact locations of the traffic calming measures have not been determined and this is a conceptual rendering only.

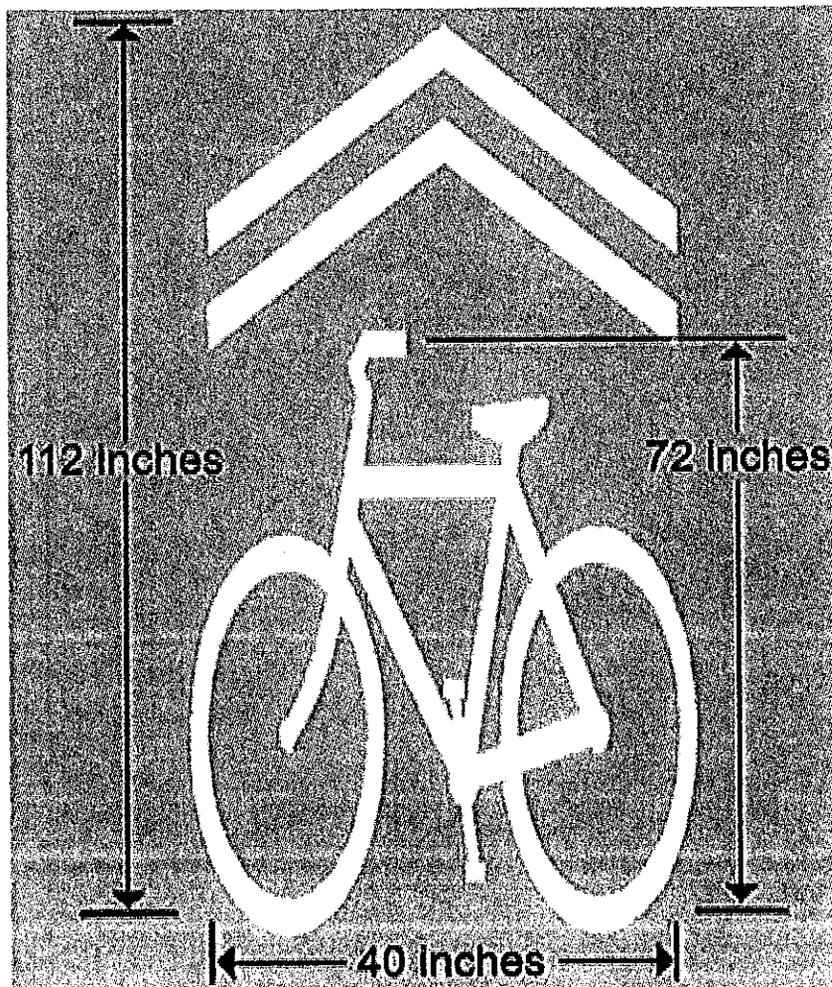
Standard Pavement Undulation
(Parabolic Speed Humps)



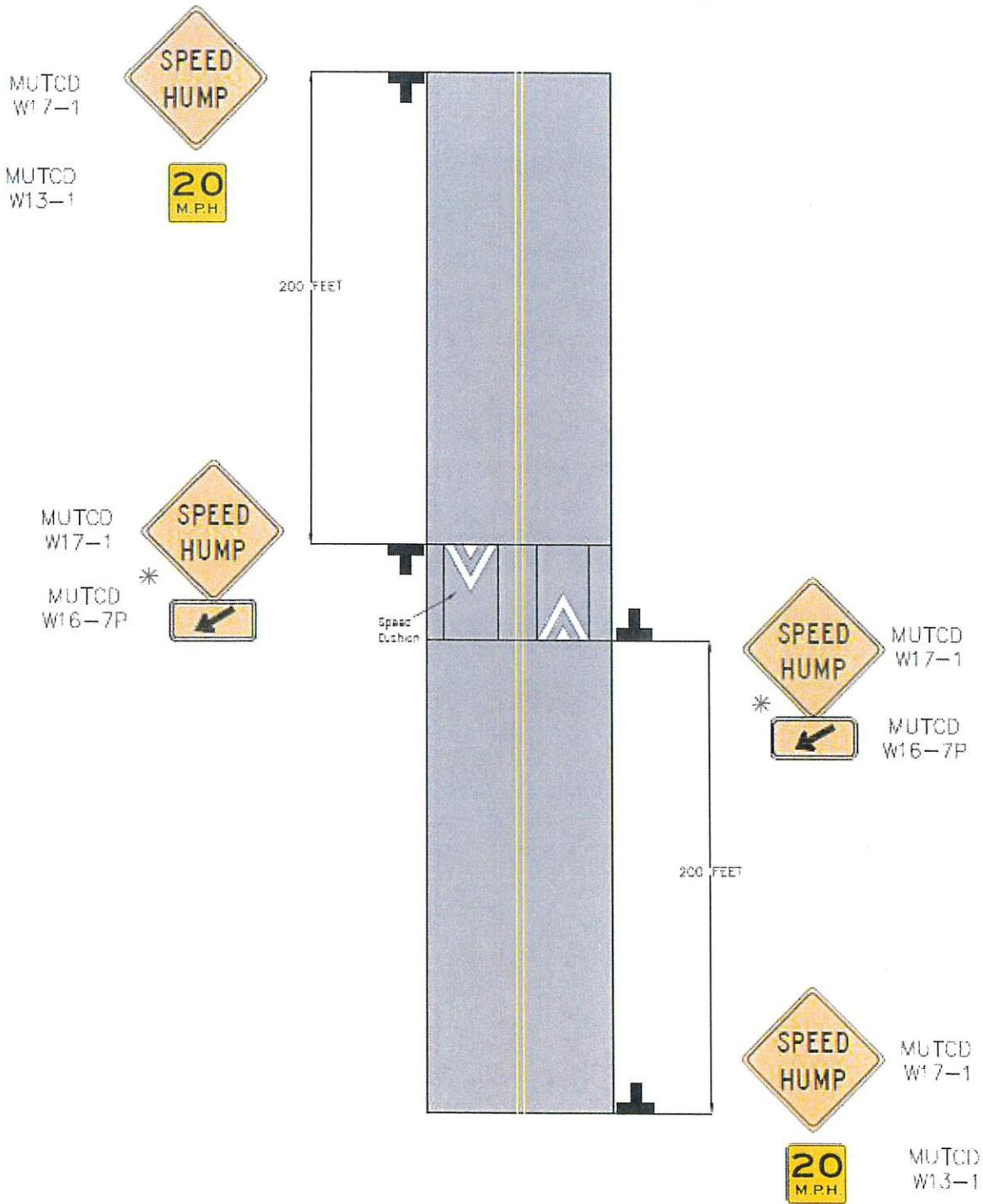
Pavement Marking Options (Speed Hump)



Typical Shared Lane (Sharrow) Marking



Recommended Signage (Speed Humps)



* Recommended

NOTE: Speed advisory signs are only recommended for the first speed hump in the series from each direction on Hazel Street. However, MUTCD signs W17-1 and W16-7P are recommended for all speed humps, as they provide visibility at each location.

JMTE: WAYN 1265

TECHNICAL MEMORANDUM

March 22, 2022

To: Town of Waynesville

Jeff Stines
Director of Public Services
129 Legion Drive
PO Box 100
Waynesville, NC 28786
jstines@waynesvillenc.gov

From: David W. Hyder, P.E., Engineering Director *David W. Hyder*
J.M. Teague Engineering & Planning (JMTE)

Subject: Traffic Calming Request Assistance - Phase II - Mitigation

Request: 02/14/2022, Bruce Bowman, 260 Locust Dr., Waynesville, NC 28786

Studied Roadway: Locust Drive between the US19/74 On-ramp and 260 Locust Drive

Locust Drive between the US19/74 On-ramp and 260 Locust Drive is a two-lane, two-way street that is approximately 18.5 feet wide overall, with no consistent shoulder (other than grass). There are neither sidewalks nor curb and gutter along most of this segment, though there is a short sidewalk segment in front of Smoky Mountain Indian Motorcycle, which shares a driveway with Blue Ridge Glass. Apart from those two businesses, Locust Drive is residential, with approximately 40 houses who rely on this roadway as the only access to the neighborhood.



Figure 1- A short segment of sidewalk in front of Smoky Mountain Indian Motorcycle



Figure 2- Locust Drive Study Area Location

Figure 2 shows the Locust Drive general area of study. The intersection of the US19/74 On-ramp and Locust Drive is controlled by a stop sign on Locust Drive. The posted speed limit is 25 miles per hour (mph). This section of Locust Drive is delineated by right angle turns at both ends with a straightaway along its length. The segment of Locust Drive in which the speed data was collected is straight and level with no adjacent residences or businesses. Neither the centerline nor the edge lines of the roadway are marked. The only constraint upon speed along this section is the relatively narrow width of the roadway. Nearer the residences at the southern portion, the grade steepens and the width narrows to less than eighteen (18) feet overall. Around this bend, drivers are less likely to speed because of these constraints, as well as the trees, fences, and mailboxes adjacent to the roadway.

Phase I Traffic Study Conclusion: Recorded traffic volumes, the posted speed limit, 85th percentile speed, highest observed speed, and the percent of heavy vehicles were considered in evaluating traffic calming on Locust Drive. While the daily traffic volume on Locust Drive between the US19/74 On-ramp and 260 Locust Drive does not meet the Town of Waynesville's average daily traffic (ADT) threshold for consideration of implementing traffic calming measures, the 85th percentile observed speeds at this location are more than 15 mph above the posted speed limit.

Due to these factors, it is recommended that this location be advanced through the Town's traffic calming process with recommended mitigation strategies. The following report was created for inclusion in the Town's formal petition package to be sent to the requestor based on speed study results analyzed in Phase I.

Study Traffic Shed

The following map shows the traffic shed identified for this road segment's study and analysis. This traffic shed was developed in reference to the Waynesville Traffic Calming Policy that states, *"The size and extent of the service area will take into consideration the type of traffic calming project being proposed, the layout and type of properties in the vicinity, and the characteristics of the street network surrounding the proposed project site(s). Depending on the circumstances, the service area may include:*

- All properties abutting the proposed street segment to be modified.
- All properties on adjacent street(s) with ingress/egress only possible via the modified street segment.
- All properties on adjacent street(s) that have alternative points of ingress/egress but will be otherwise affected by the modified street segment."

All residents on Locust Drive will be affected by the proposed traffic calming measures. The traffic shed also includes all property owners and residents on Lloyds Mountain Ridge, Rhinehart Street, and Maywood Terrace because they are accessed exclusively from Locust Drive.

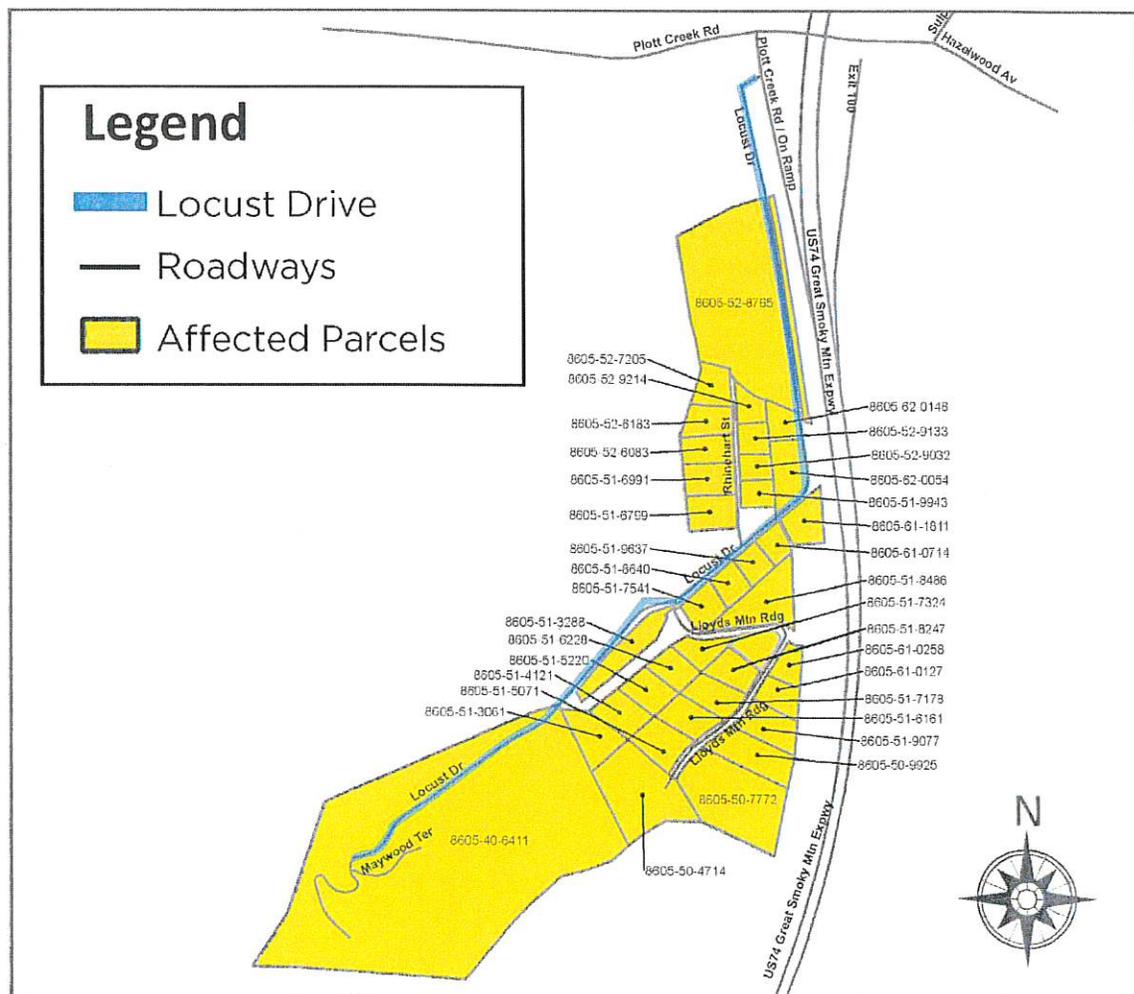


Figure 3- Traffic Shed Map

Property owners in the identified traffic shed

PIN	Address	Owner Name	Property Owner Signature
8605-51-6799	392 Locust Drive	Blaylock, Gerald Edward Blaylock, Cherry Cody <i>Other:</i>	
8605-62-0138	260 Locust Drive	Bowman, William Bruce Bowman, Jane R. <i>Other:</i>	<i>Jane R. Bowman</i>
8605-52-8765	104 Locust Drive	Boyd, James R. Boyd, Burgin <i>Other:</i>	
8605-52-9214	96 Rhinehart St	Brittain, Stephanie Beers <i>Other:</i>	
8605-51-9943	40 Rhinehart St	Cassey, Bonnie J. Cassey, Thomas F. <i>Other:</i>	
8605-51-7541	425 Locust Drive	Clarke, William Lee Gallo, Nicole <i>Other:</i>	
8605-51-9637	367 Locust Drive	Creasman, Daniel Lee Creasman, Tammy <i>Other:</i>	
8605-52-6183	83 Rhinehart St	Gaddis, Carolyn C. <i>Other:</i>	<i>Carolyn Gaddis</i>
8605-50-4714	260 Lloyds Mountain Ridge	<i>Name:</i>	
8605-51-8714	378 Locust Drive	Haskett, Wade Haskett, Ruth <i>Other:</i>	<i>Wade Haskett</i>
8605-50-7772	209 Lloyds Mountain Ridge	Haygood, Adam James Haygood, Heather Nicole <i>Other:</i>	
8605-51-9843	330 Locust Drive	Leatherwood, Hazel White <i>Other:</i>	<i>Hazel White Leatherwood</i>
8605-51-6991	43 Rhinehart St	Lerner, Joel <i>Other:</i>	
8605-52-7205	101 Rhinehart St	Marsh, Jonathan E. Marsh, Laura S. <i>Other:</i>	<i>Jonathan Marsh</i>

PIN	Address	Owner Name	Property Owner Signature
8605-52-9133	72 Rhinehart St	McElroy, James R. Other: Gray Campbell	<i>[Signature]</i> for Rick McElroy
8605-51-7324	38 Lloyds Mountain Ridge	Moore, Coleen Other:	
8605-52-6083	59 Rhinehart St	Olsson, Kacie Other:	
8605-62-0050	290 Locust Drive	Quillen, Richard Eugene Quillen, Jo Ann Leatherwood Other:	Jo Ann Quillen
8605-40-6411	550 Locust Drive		7 Vaughn Rhinehart
8605-51-3288	513 Locust Drive		
8605-61-0714	345 Locust Drive	Rhinehart, Vaughn R.	
8605-61-0767	___ Locust Drive	Other:	
8605-50-9925			
8605-51-3061			
8605-51-4121			
8605-51-5071			
8605-51-5220			
8605-51-6161			
8605-51-6228			
8605-51-7178			
8605-51-8247			
8605-51-9077			
8605-51-9335			
8605-61-0127	Lloyds Mountain	Schott, Lester G.	
8605-61-0258	Ridge	Other:	
8605-51-8486	41 Lloyds Mountain Ridge	Shoate, Kidida Other:	
8605-52-9032	58 Rhinehart St	Tetreault, Tracy A. Other:	Tracy Tetreault
8605-51-8640	391 Locust Drive	White, Ashley L. Other:	
8605-61-1811	311 Locust Drive	Zimmerman, Charles G. Zimmerman, Barbara F. Other:	Charles G. Zimmerman
8605-40-6411	550 Locust Drive	Vaughn A. Rhinehart Name:	for Vaughn Rhinehart
8605-40-6411	569 Locust Drive	Name:	

PIN	Address	Owner Name	Property Owner Signature
8605-40-6411	584 Locust Drive	Vaughn R. Rhinehart Name:	<i>Vaughn R. Rhinehart</i>
8605-40-6411	595 Locust Drive	Name:	
8605-40-6411	610 Locust Drive	Name:	
8605-40-6411	661 Locust Drive	Name:	
8605-40-6411	668 Locust Drive	Name:	
8605-40-6411	670 Locust Drive	Name:	
8605-40-6411	680 Locust Drive	Name:	
8605-40-6411	683 Locust Drive	Name:	
8605-40-6411	717 Locust Drive	Name:	
8605-40-6411	726 Locust Drive	Name:	
8605-40-6411	736 Locust Drive	Name:	
8605-40-6411	745 Locust Drive	Name:	
8605-40-6411	747 Locust Drive	Name:	
8605-40-6411	749 Locust Drive	Name:	
8605-40-6411	769 Locust Drive	Name:	
8605-40-6411	812 Locust Drive	Name:	
8605-40-6411	816 Locust Drive	Name:	
8605-40-6411	830 Locust Drive	Name:	
8605-40-6411	831 Locust Drive	Name:	
8605-40-6411	53 Maywood Terrace	Name:	

*Mr. Vaughn R. Rhinehart owns these real estates -
He rents these parcels -*

Preliminary Traffic Calming Plan

Recommended treatment:

This segment of Locust Drive meets criteria (speed limit, sight distance, road width, etc.) for consideration of traffic calming devices. The recommended traffic calming treatment is a series of three (3) speed humps. Restriping the roadway is also recommended to provide supplemental visual cues about the width of each travel lane and help prevent lane departure. A **speed hump** is a raised surface on the roadway that is typically three to four inches in height and 12 to 20 feet in length. Speed humps create a gentle rocking motion that encourages motorists to slow down to a safe speed as they traverse the hump at or below the speed limit. They are less disruptive than speed bumps because they do not require as low of a speed to traverse. They also are less likely to damage to a motor vehicle and pose fewer issues for garbage trucks, school buses, or EMS vehicles. These traffic calming devices will work together to support safety for drivers and pedestrians, creating a calmer and more hospitable corridor for all users and helping residents feel safe in their own neighborhood.

Locations of recommended treatment:

Locations were determined based on roadway geometries, including distance from intersections and existing residential driveways, and take into consideration the need to limit the tangential negative effects and overall cost to accommodate these measures. For Locust Drive, speed humps are recommended for placement between the existing businesses and residential properties, so as not to disrupt commercial traffic while ensuring that vehicles are traveling slowly when they approach the curve at the southern section of Locust Drive (where residential density increases).

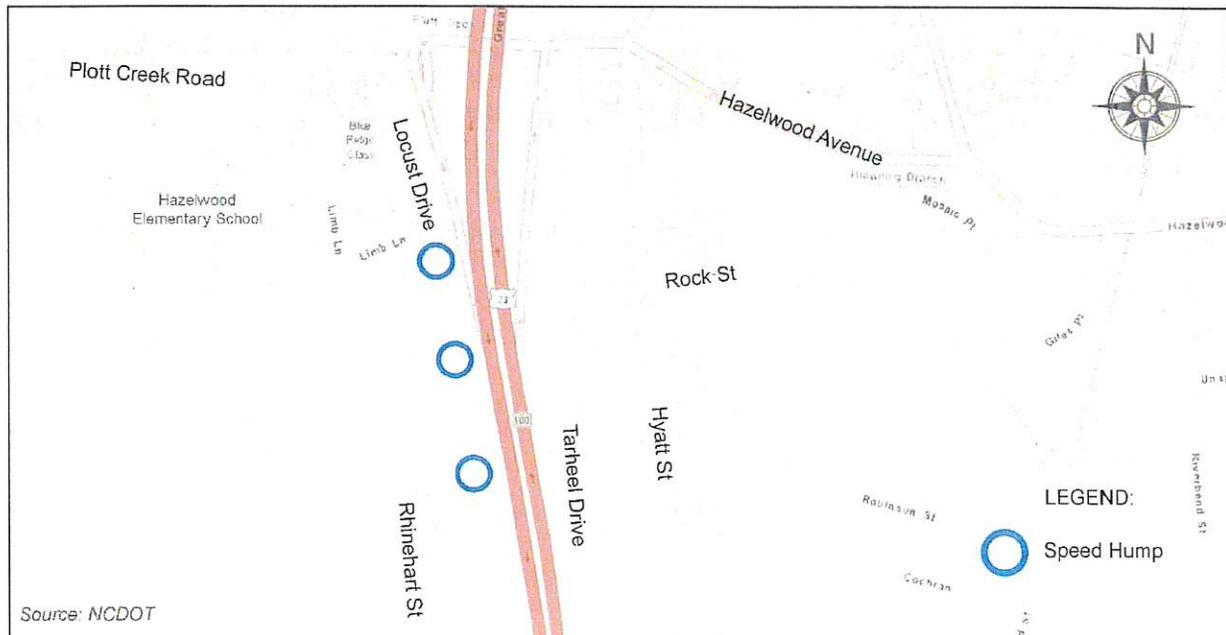


Figure 4 Approximate Location of Traffic Calming Devices

Three (3) speed humps are recommended for the central portion of Locust Drive, keeping speeds relatively low along the corridor in both directions. Having the speed humps in a series will help ensure that vehicles slow down along this entire segment of roadway, creating a set of traffic calming measures that work together to offer a corridor where speeding is much harder to do.

Speed humps should be placed 250 to 600 feet apart. The spacing for the Locust Drive speed humps and speed table are approximately 300-400 feet apart. Speed humps should also not be placed within 150 feet of an unsignalized intersection or 250 feet of a signalized intersection. The proposed speed hump locations are all at least 150 feet from any unsignalized intersection, including the on-ramp to US 19/74, Plott Creek Road, and Rhinehart Street.

It is important to locate traffic calming measures in places that will slow vehicles down as they enter the residential neighborhood from the north, while also ensuring that traffic is moving at a safe speed near the existing commercial business driveways and the stop sign for the US 19/74 on-ramp. High speeds can be dangerous in either direction.

Preliminary cost estimate:

Installation of speed humps will require new MUTCD-compliant signage. The probable cost for each speed hump on Locust Drive is likely approximately \$3,000 but total costs per speed hump location can range from \$2,000 - \$5,000 when considering variations in pavement widths and including bi-directional signage and galvanized steel U-channel supports for each sign.

These preliminary cost estimates include the cost for construction materials and pavement markings but do not include preliminary design costs or traffic control for installation. Additional advisory signs are also recommended.

Item	Unit Cost (approx.)	# of Units	Cost
Speed Hump	\$3,000	3	\$9,000
Signage (MUTCD)	\$400	16	\$6,400
Pavement Markings (Edge and Center Lines)	\$.50/linear foot	5,600	\$2,800
TOTAL:			\$18,200

Visual depiction of recommended traffic control devices:

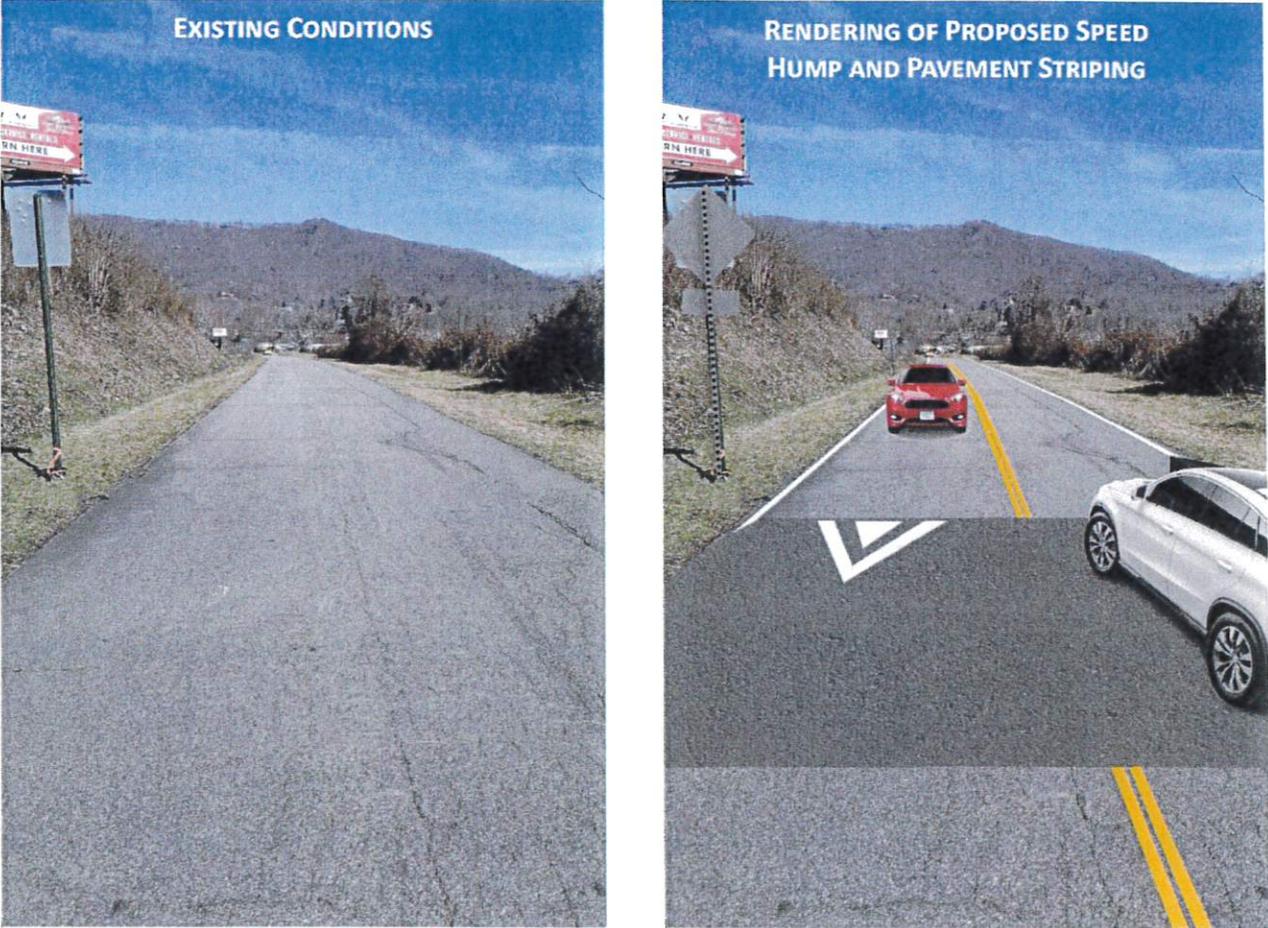
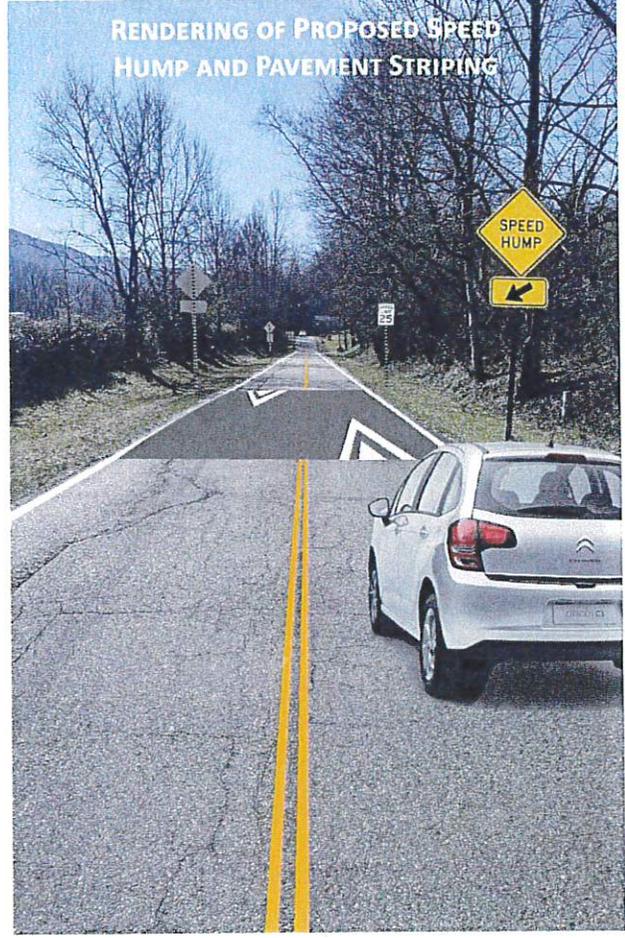


Figure 5 Northbound view of Locust Drive. The exact locations of the traffic calming measures have not been determined and this is a conceptual rendering only.



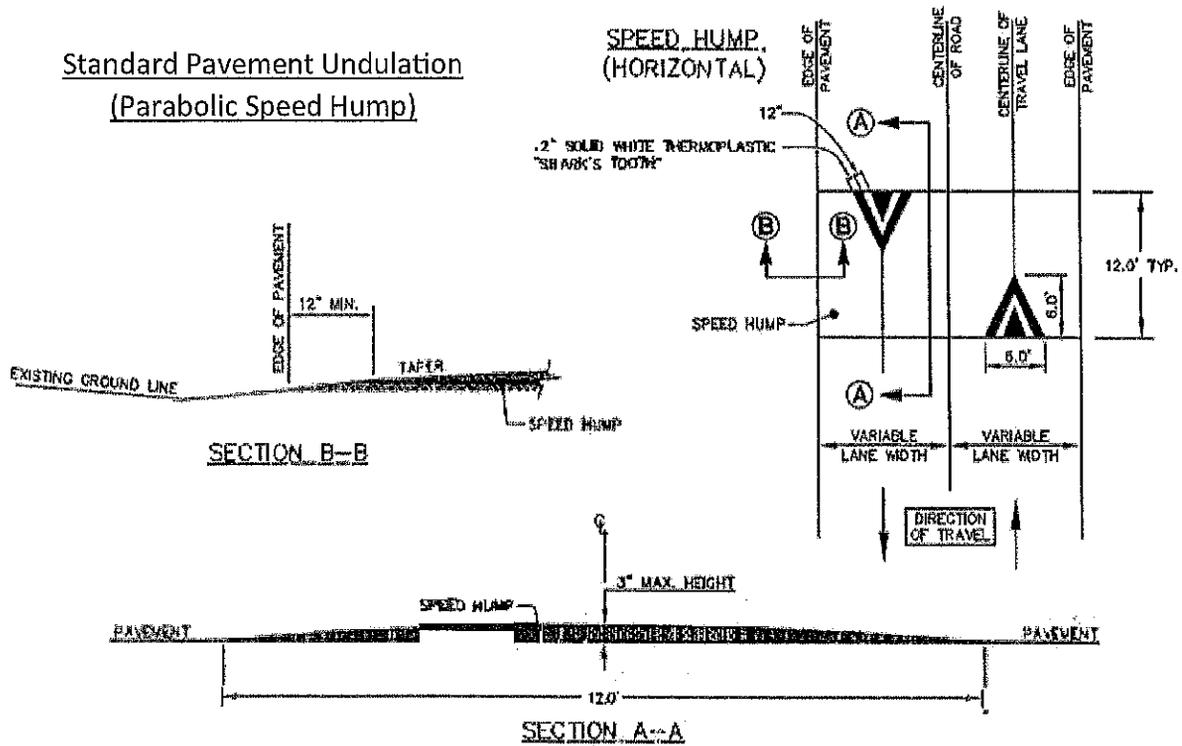
EXISTING CONDITIONS



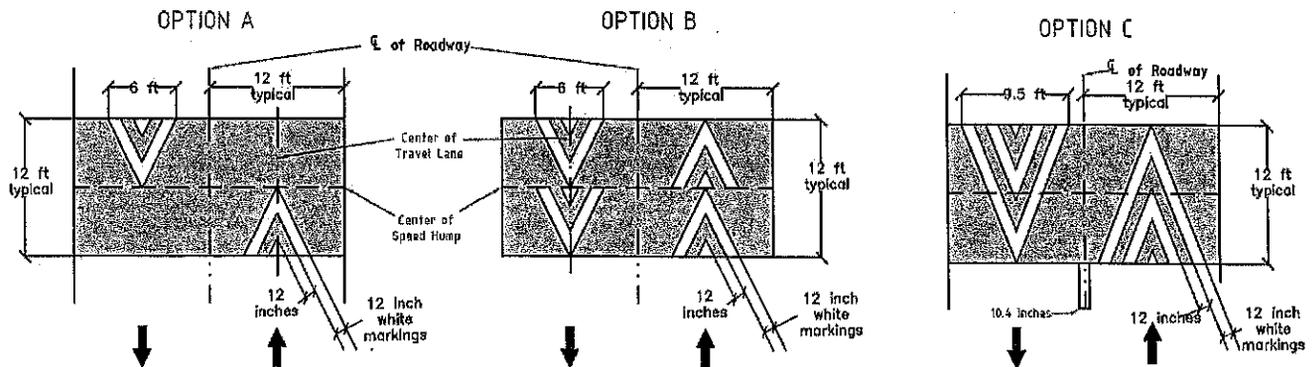
RENDERING OF PROPOSED SPEED HUMP AND PAVEMENT STRIPING

Figure 6 Southbound view of Locust Drive. The exact locations of the traffic calming measures have not been determined and this is a conceptual rendering only.

Standard Pavement Undulation
(Parabolic Speed Hump)



Pavement Marking Options (Speed Hump)



Legend

→ Direction of travel

**TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REQUEST FOR BOARD ACTION
August 9, 2022**

SUBJECT:

AGENDA INFORMATION:

Agenda Location: **New Business**
Item Number:
Department: **Administration**
Contact: **Eddie Ward, Town Clerk**
Presenter: **Jesse Fowler, Assistant Town Manager**

BRIEF SUMMARY: The Cemetery Committee has an unfilled vacancy since new Commission members were appointed at the end of June. The Town received an application for that vacancy, and we are asking for the Boards consideration on this appointment.

MOTION FOR CONSIDERATION:

To appoint Lisa Kay Cook to the Cemetery for a term of three (3) years ending on June 30, 2025

FUNDING SOURCE/IMPACT:

Misty Hagood, Finance Director

Date

ATTACHMENTS:

Cemetery Committee application

MANAGER'S COMMENTS AND RECOMMENDATIONS:



TOWN OF WAYNESVILLE, NORTH CAROLINA

Application for Appointment to Boards/Commissions

Please return to the Town Clerk's office.

16 South Main Street, P.O. Box 100, Waynesville, NC 28786

(828) 452-2491

eward@waynesvillenc.gov

Additional Pages and/or a resume may be attached but is not required

NAME: Lisa Kay Cook

STREET ADDRESS: 268 Hillside Terrace Drive, Waynesville, NC 28786

MAILING ADDRESS same as above

PHONE: 386.576.4224

E-MAIL lisakaycook@gmail.com

Please consider me for appointment to the following board(s) or commission(s):

- Alcoholic Beverage Control Board
- Community Action Forum
- Board of Adjustment
- Firemen's Relief Fund Board
- Historic Preservation Commission
- Cemetery Committee
- Planning Board
- Public Art Commission
- Recreation & Parks Advisory Commission
- Waynesville Housing Authority
- 1% Zip Code Subcommittee (TDA)

I am interested in serving on this board or commission because: My deep appreciation for preservation of cemeteries, spiritually and historically.

I have experience/expertise in the following areas and/or have served on the following board or commission: I have worked in the funeral industry as a pre-arrangement counselor/funeral director assistant. I am a practicing Death Doula (non medical support for dying) and former obituary writer. I am an avid "tombstone tourist"and advocate of death education.

I feel that I can contribute the following to this board or commission: I have a degree in Journalism, have worked in Public Relations and understand the nuances of death having worked in the industry. I understand the importance of education and interfacing with the public in a forthright yet compassionate way.

Tell us about yourself and your background: I am a graduate of UNCG, and have spent the majority of my adult life in NC, (Charlotte, Weaverville, Greensboro) but I am a Florida native. Bought a home here in January of 2021 with my retired chef husband and a feist named Rubie.

If a vacancy exists and I qualify for appointment, I will be contacted for my permission to the appointment. If I am chosen, I will faithfully execute my duty on the selected board or commission.

Lisa Kay Cook

August 1, 2022

Signature

Date



TOWN OF WAYNESVILLE, NORTH CAROLINA

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Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per NCGS 132-1.

Return Application to Town Clerk's Office