

**Town of Waynesville Planning Board
2022 Subdivision Ordinance Subcommittee
Municipal Building (Old Town Hall) Meeting Room, 16 S. Main St. Waynesville, NC 28786
Dec 7, 2021, 10 – 11:30 am**

Meeting Notes

Members Present:

Subdivision Committee: Susan Smith, Ginger Hain, Don McGowen, Michael Blackburn

Staff: Elizabeth Teague and Olga Grooman

Discussion

1. Approved Goals/Purpose of Committee:
 - a. *Review ordinances relevant to sub-divisions-for compliance with the 2035 LDS Goals*
 - b. *Address procedures and definitions for clarity in relationship to 160D changes*
 - c. *Identify other LDS concerns and/or expectations of outcomes (for example and so far)*
 - i. *Flexibility in building and development design standards to allow for Conservation Subdivisions, clustering, and cottage/tiny home development*
 - ii. *Review Environmental Analysis "requirements for applications":*
 1. *Examples: Low Impact Design (LID), Hillside Protection, Floodplain Protection*
 - iii. *Roadway, pedestrian, and TIA standards (engagement of JMTeague Engineering)*
 - iv. *Review Civic space requirements/distinguish from required buffers and wetlands*
 - v. *Develop buffer requirements for large scale developments*
 - vi. *Inclusionary Zoning / Density Bonus for Affordable Housing*
2. Olga shared pictures of example of lots sizes in the Town to demonstrate density.
3. Olga shared video from School of Government, titled "Permit Choice from 160d - - Vested rights and Permit choice"
4. Olga shared a new folder on the Town website to be used for this subcommittee's agenda, meeting notes, and other documents
 - From main page, go to "Ordinances and Permits">"LDS Updates"
 - Process: Committee members will email project documents to Elizabeth and Olga, who will post to the website.
 - Olga will create folders for Agendas, Meeting Notes, Committee Documents.
5. Committee meeting dates
 - Dec 20 - 10am (90 minutes)- Subdivision committee - Review and rank topics from the tracking sheet
 - Jan 7— Elizabeth will bring more info for roads, civic space, buffering, and we will prioritize the list
6. We will assign benchmarks/due dates major tasks (see table below) at our next meeting after rank priorities.
7. We will update the overall Planning Board on regular Feb meeting
8. Assignments due for next meeting
 - Read web sites that Elizabeth provided with the 12/07/2021 agenda
 - Rank Topic on tracking sheet. Use rank of 1, 2, 3 for each topic (1= highest priority). Rank duplicates with same number. Return your spreadsheet to Ginger by 12/15. Ginger will collate for next meeting 12/20.
 - Elizabeth will gather information on civic space, roads, landscape and tiered subdivisions to present at next meeting
 - Olga research civic space
9. Adjourn

TASK	DESCRIPTION	DUE DATE
	Draft ordinances(s)	
	Update Board of Alderman	
	Public workshop – Recommendations/Suggestions	
	Finalize ordinance(s)	
	Public hearing	
	Adopt ordinance(s)	

