Town Council

AUGUST 19, 2025

Consent Agenda

Public Comment

Presentations & Reports

Town Manager Report

SHANNON TUCH, TOWN MANAGER

Tropical Storm Helene - Recovery

FEMA Public Assistance

- Roads & culverts engineering underway – 10-12 mo's out
- 7 road failures not approved for repair
- Silver-Line Park Open!
- Exploring mitigation options for SLP – 2 mo's out
- PPDR re-initiated – 24% of Round 1 applications denied
- Missed ROW work on Running Ridge completed
- Work in waterway extensions suspended / re-initiated – Woodfin approved for extensions w/i 1000' of infrastructure

Tropical Storm Helene - Recovery

Long-Term Recovery Planning

- Woodfin Helene Recovery plan due to BC by end of August
- Woodfin adoption planned for September
- BC adoption planned for November 16th

- CDBG-DR & SRF-DR training
- EPA Technical Assistance Letter of Interest submitted
- CSCI grant kickoff meeting held

Administration

- Contracts: June – July

TextMyGov **$6500**	**Bunc. Cty.** **Tax Collections** **2% (approx. $90K)**

- FY 2025 Audit
- Public Executive Leadership Academy
- Professional conferences & CE
- TextMyGov training

Planning, PW & Facilities

Detailed Update to Follow

Police

- WES back in session! SRO on-site
- Recruitment efforts continue
- Risk & Accreditation program work underway – updating policies
- Defensive Tactics training planned

- Special recognitions for WOPD staff:
  - Life Saving: Sgt. Arthur, Officers Sasaki, Banks & Holden
  - Excellent Customer Service: Det. Wright
  - Professional Development: Evidence Custodian S. Gosnell

Woodfin Town Council Strategic Plan

- Retreat held in February - 6-month check-in
- 6 Goal Areas

I. Provide excellent town services

II. Promote affordable living, equity & inclusion

III. Invest in transportation & infrastructure

IV. Build community through excellent police department service

V. Foster Woodfin's sense of place through quality government facilities

VI. Build community connections

I. Provide Excellent Town Services

- Policies
  - Flood ordinance updated (& investigated CRS)
  - Board appointment/reappointment policy
  - Comprehensive code update in progress
  - Personnel ordinance update scheduled (fall/winter)
  - Researching lost pet chip scanner

- Communication strategy
  - Communications subcommittee meeting monthly since May
  - TextMyGov in process
  - Updated website to include searchable ordinances & resolutions (will link to GIS)

II. Promote Aff. Living, Equity & Inclusion

- Increase affordable units
  - Explore CZ process to promote affordable housing
  - Exploring CDBG-DR
- Engage disadvantaged households
  - Maintain ex. partnerships with Manna, ABCCM, MHO, YMCA, Churches, etc.
  - Work to integrate bi-lingual communications (flyers, website, park signage)
  - Community meetings (WOPD, WBA, Meet the Mayor, etc.)
  - Exploring “Shop with a Cop” Program for this holiday season
- Long-term affordable housing strategies
  - Manufactured housing comm. owner outreach
  - Explored Emma PODER model
  - Emergency home repair grant
  - Staff participation with HOME Consortium & Housing Alliance
  - Council work session planned for September

III. Invest in Transportation & Infrastructure

- Complete the WGB Project
  - RS Park Expansion/Wave in process
  - $500K Great Trails grant awarded
  - BC Passive Rec. Grant conversation re-started
  - Permit/Bid set for SL Park renovation + bathrooms in process

- Identify Strategies to Expand Multi-modal Options
  - Maintain relationships + explore funding
  - Walk, Bike Woodfin Plan
  - Woodfin to WVL greenway feasibility
  - Riverside Dr. sidepath feasibility
  - Examining Riverside Dr. (& other roads) for safety improvements (lowering speed limit to 35 MPH, 3-way stops at Woodfin, Elk Mountain, & Goodman Rd.)

IV. Build Community through WOPD

- Recruitment & Retention
  - Actively recruiting - hired three new officers (1 vacancy remains)
  - Shift in enforcement priorities
  - Researching auxiliary pay for nights/weekends (mid-year)
  - Expand options for career development
  - Initiated accreditation process

- Foster Community Relationships
  - Community event participation (NNO, WBA, WES 5k, VBS parade, etc.)
  - SRO added
  - Developed policy/process for use of Social Media – expand use + added NextDoor

V. Foster Woodfin's Sense of Place

- Vision for New Town Hall (& Community Center)
  - Council work sessions planned for Summer/Fall

- Reduce the Town's carbon footprint
  - Working to restore constructed wetlands
  - Grant to AGW for river clean-up
  - Explore EV charging in parks
  - Small facility improvements – update HVAC, replace light bulbs, film on windows, eliminate use of plastic

VI. Build Community Connections

- Support Woodfin Elementary
  - Support school events (WES 5K, First Day of School, etc.)
  - Integrate SRO into school operations
  - Participate in monthly advisory meetings

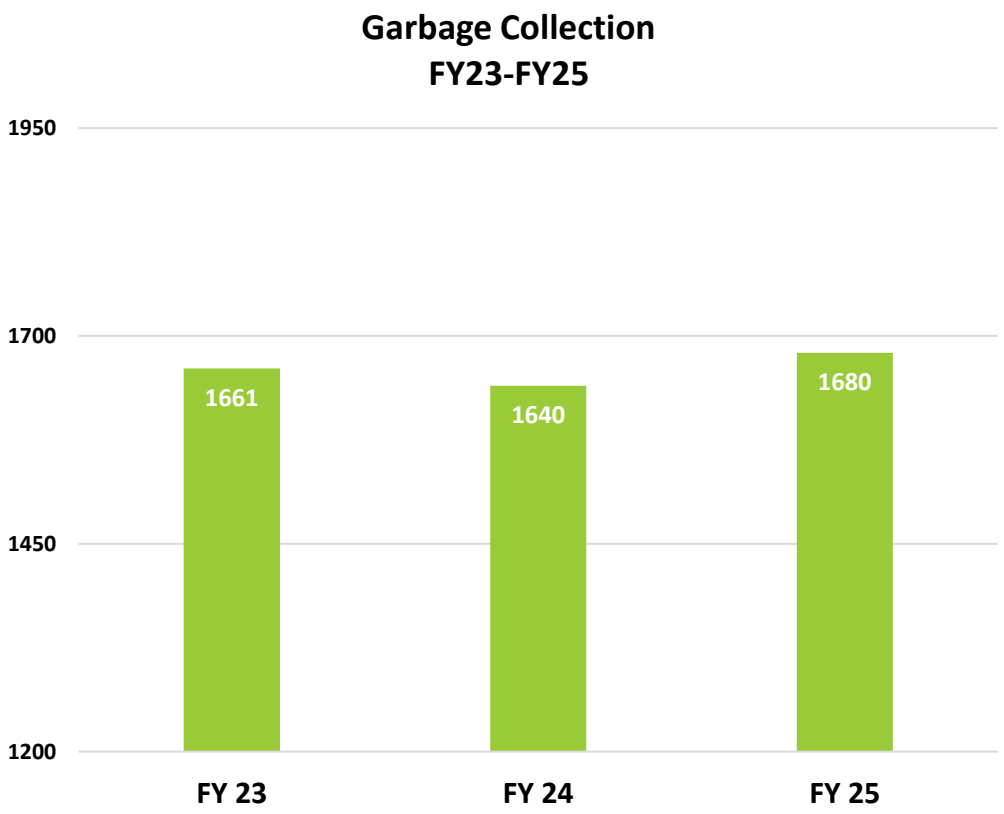
- Expand Community Partnerships
  - Community Partnership Subcommittee formed
  - Citizens Academy Program

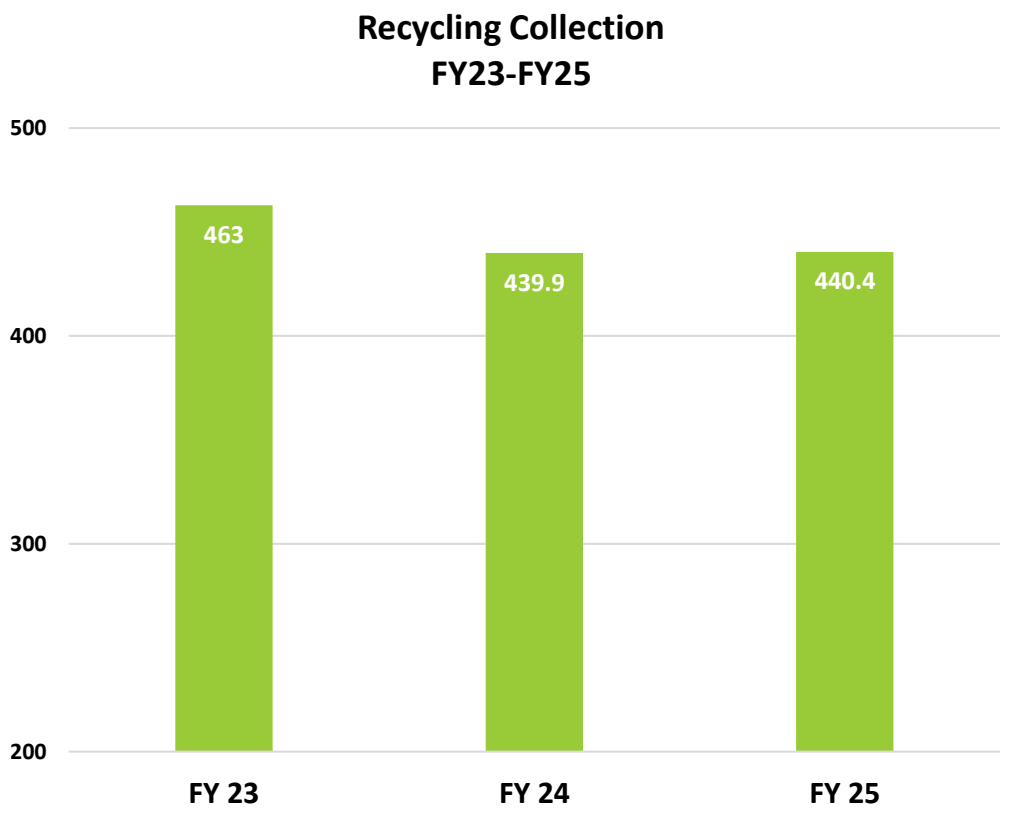
- Council Ambassadors

Facilities & Public Works Annual Report

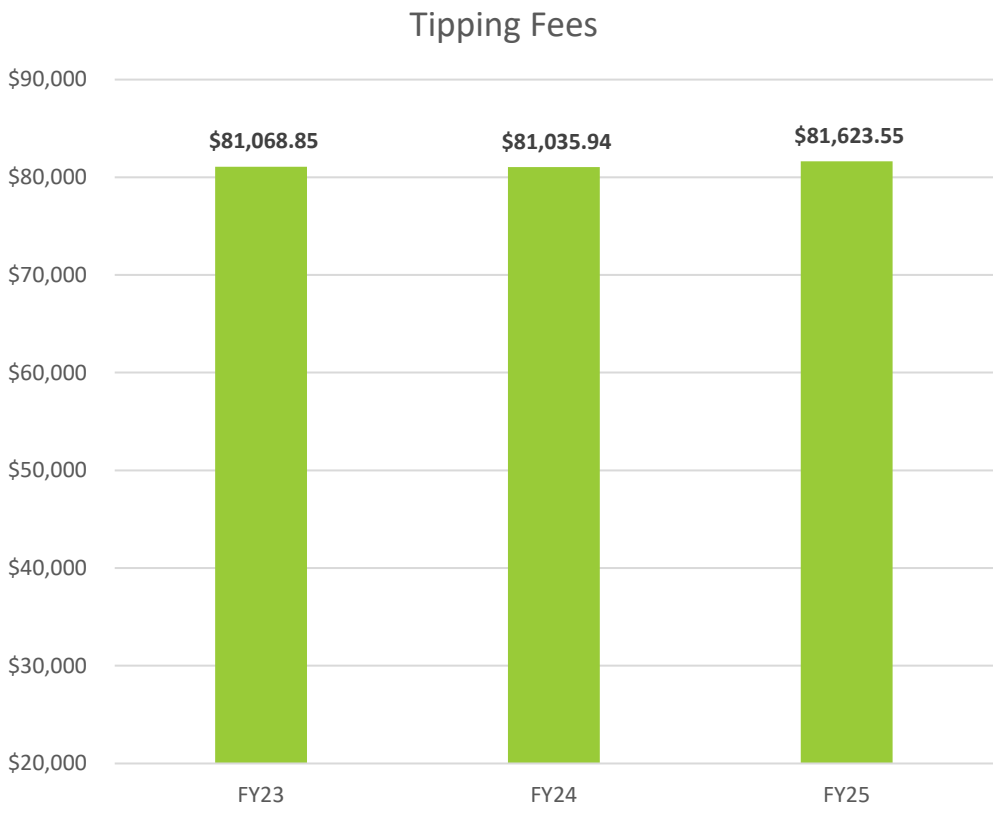
ADRIENNE ISENHOWER, FACILITIES & PUBLIC WORKS DIRECTOR

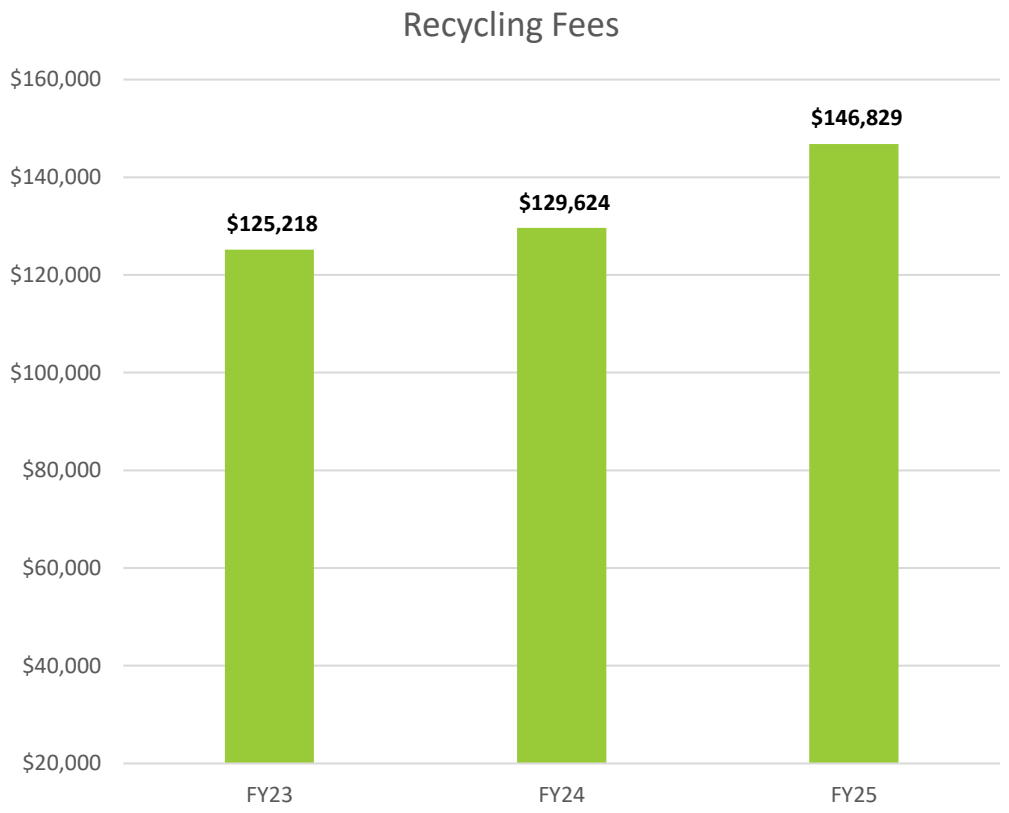
Solid Waste Collection Rates FY23-FY25



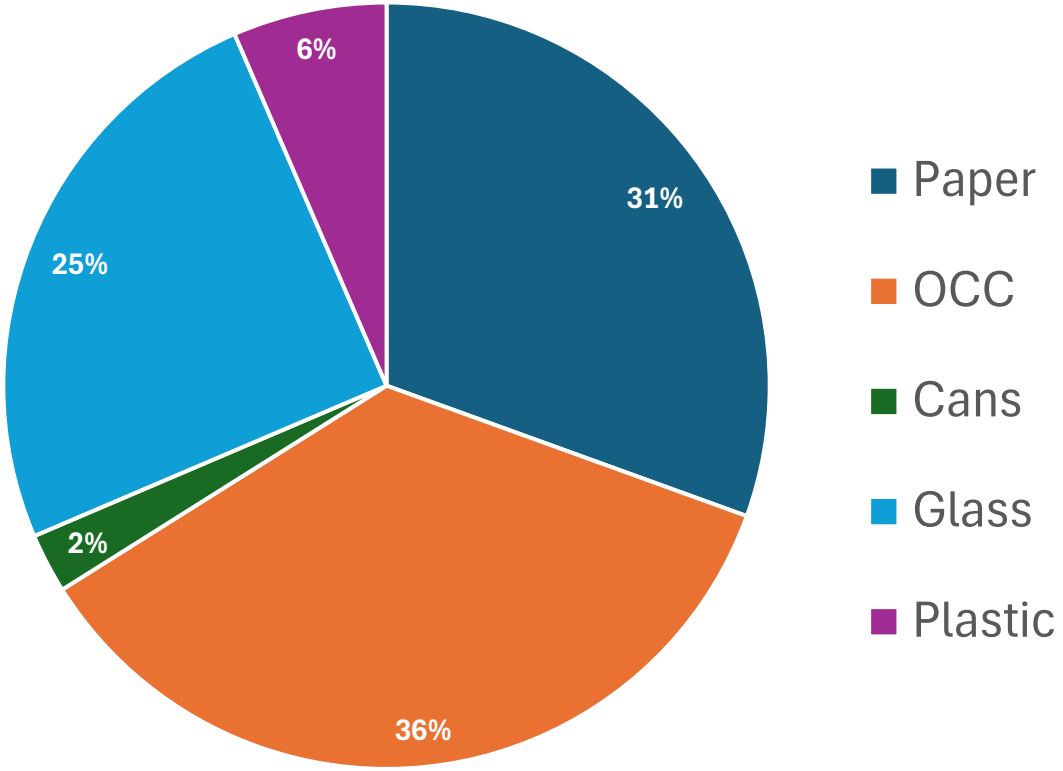


Costs for Collection FY23-FY25

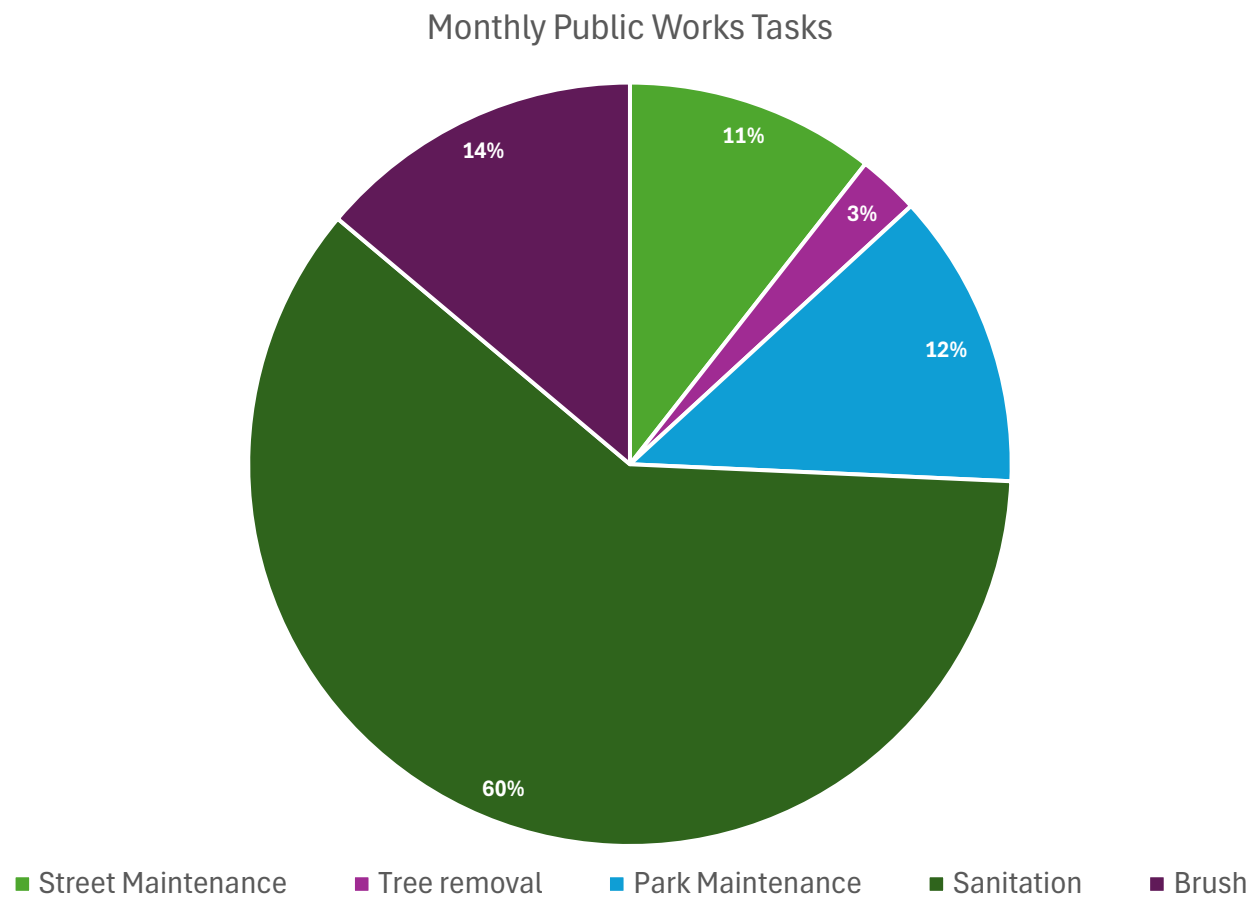




Recycling Materials



Monthly PW Responsibilities



Other Noteworthy Items

Brush

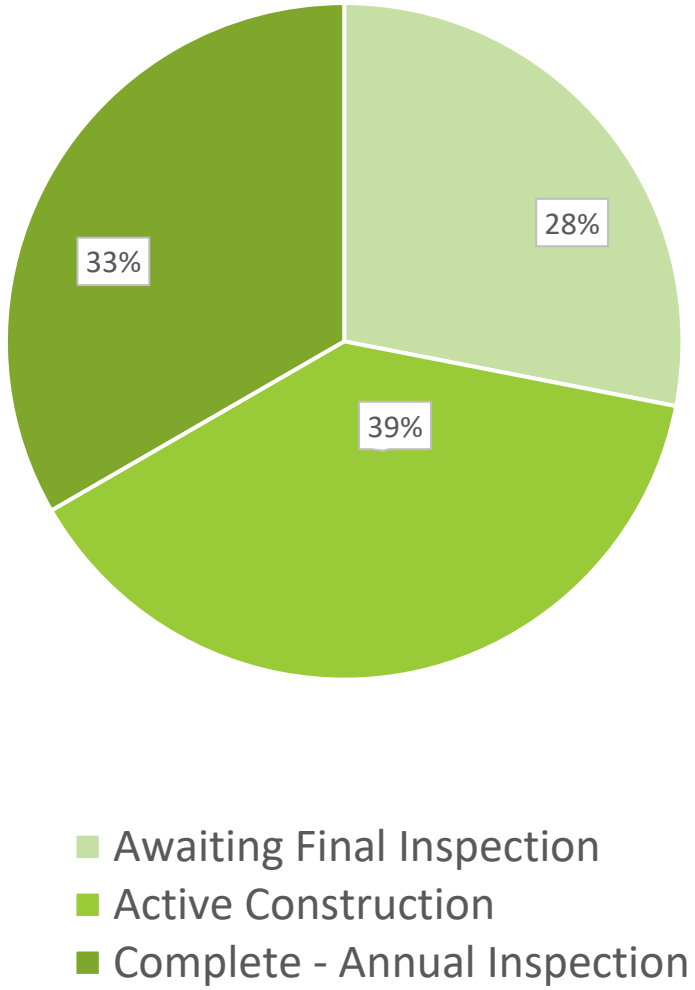
- In 2024, staff reported 50% collection increase for brush and leaves
- Also resulted in a 38% disposal cost increase
- In 2025, brush collection and disposal fees have both decreased by around 50%

Staff

- One open position for maintenance worker
- Two employees recently earned their Commercial Driver's License (CDL)
- Salary study & pay adjustments included in FY2026 Budget

Parks

- Silver-Line & Riverside Parks have reopened temporarily until Helene repairs begin
- Community garden drainage improvement installed
- Roy Pope improvements underway



Stormwater Permits

57 total permits completed or in review

19 permits complete (33%)
- Certificate of compliance issued
- Annual inspections required

16 permits awaiting final inspection (28%)
- Have not been issued Certificate of Compliance
- Will be complete after final inspection

22 permits in process (39%)
- Active construction

Changes to MS4 Permit Requirements

Approvals for renewal applications have been put on hold

- EPA determining responsibility for erosion control programs

Changes to overall MS4 permit requirements also under review

- Awaiting more information from NCDEQ

Private SCMs must be inspected annually by Woodfin staff

Inspection of **ALL** major outfalls is required annually

- Best practice to also inspect all minor outfalls annually

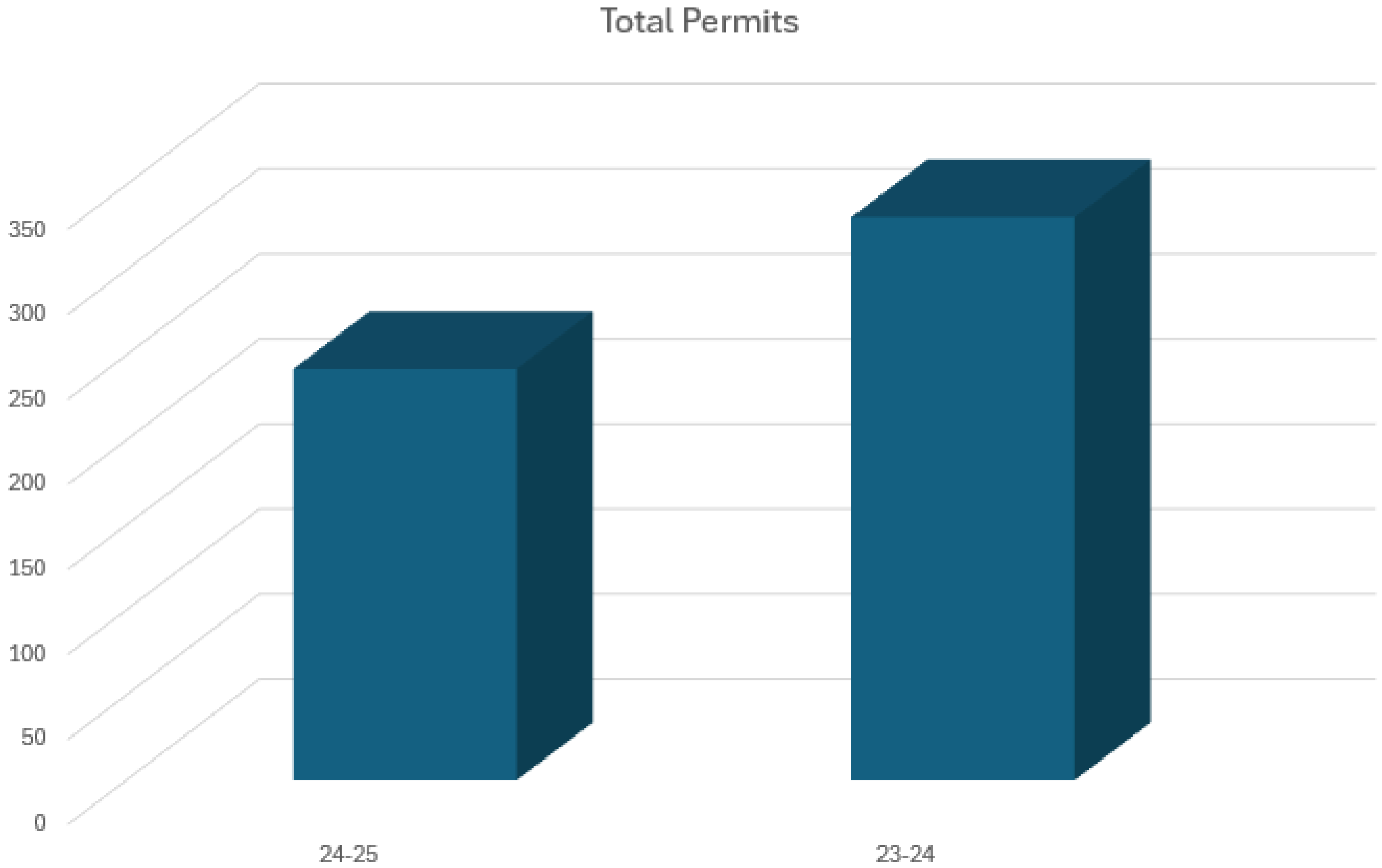
Looking ahead

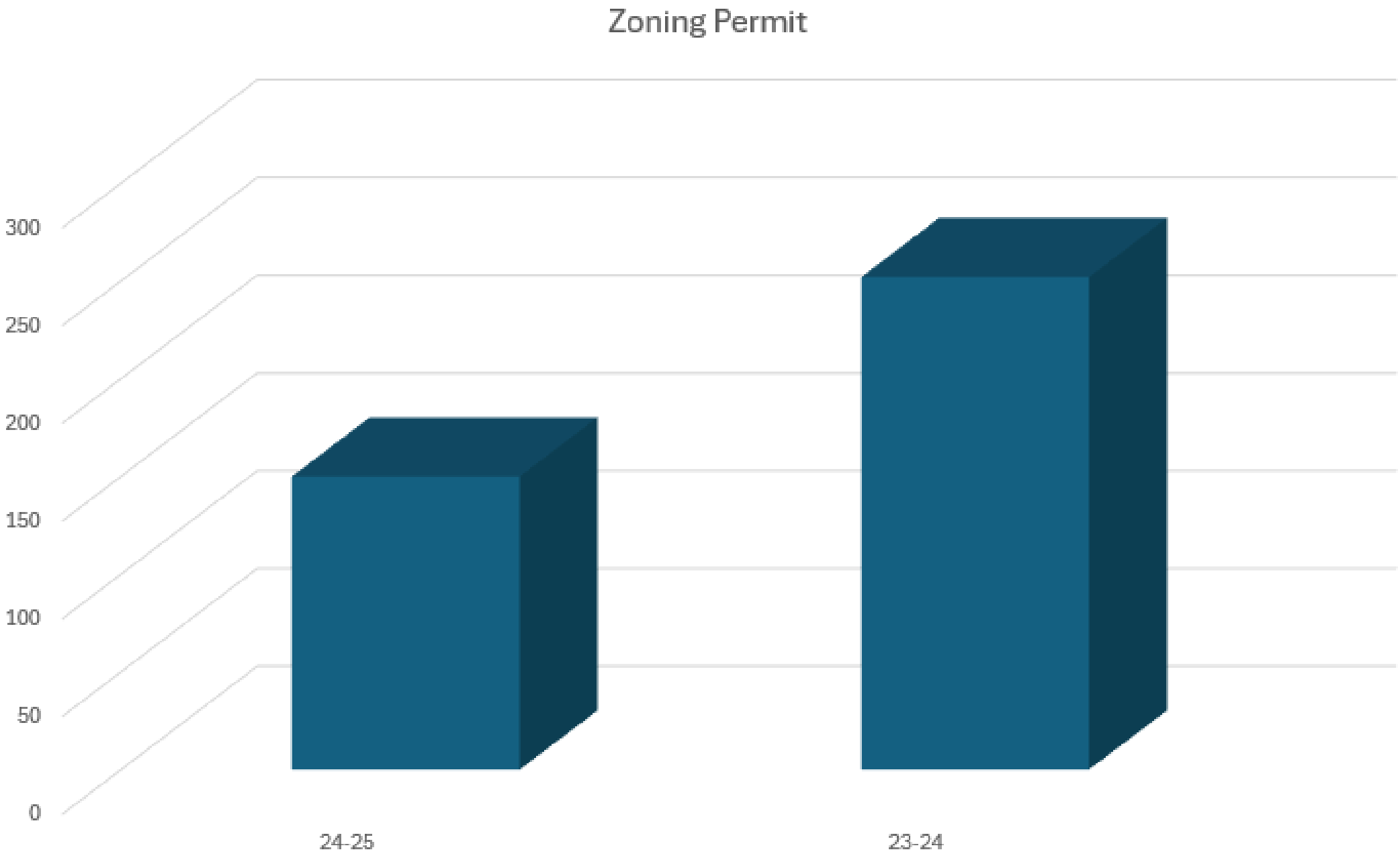
- Advertise for engineering services for five-year capital improvement plan for infrastructure repair and replacement
- Begin outfall mapping project for state compliance
- Complete annual inspections for all permitted SCMs
- Begin repairs at Roy Pope Park
- Begin paving project at 5 Taylor Street
- Implement iWorq work order platform – integrate w/ TextMyGov

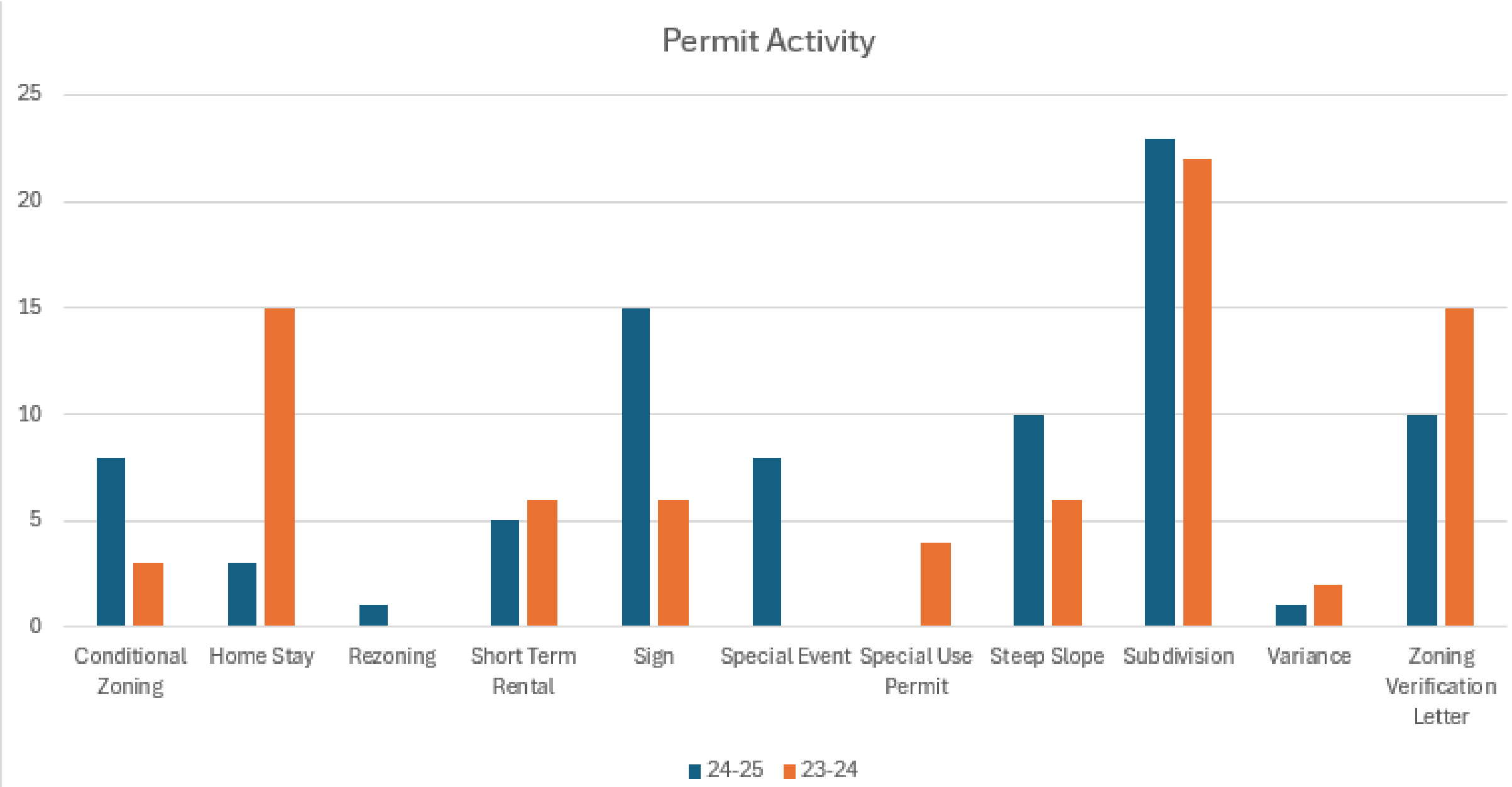
Questions?

Planning Department FY2025 Review

RICKY HURLEY, PLANNING DIRECTOR


Total Permits
350
300
250
200
150
100
50
0
24-25
23-24


Zoning Permit
300
250
200
150
100
50
0
24-25
23-24


Permit Activity
25
20
15
10
5
0
Conditional Zoning
Home Stay
Rezoning
Short Term Rental
Sign
Special Event
Special Use Permit
Steep Slope
Subdivision
Variance
Zoning Verification Letter
24-25
23-24

Permit Highlights FY25

- **52** new dwellings, 3 of which were for manufactured housing. Most homes permitted were within Olivette, the Springs at North Asheville, Crest Mountain, or individual home sites within the heart of Woodfin.
- **48** other Residential, such as renovations/additions, repairs due to Helene, and (13) roof mounted photovoltaic systems.
- **25** commercial permits include, Duke Energy battery storage facilities, Salt Face Mule parking lot expansion, Silverline Park restrooms, tenant upfits, French Broad River Academy Girls Campus, and Aura Sanctuary.
- **23** Subdivision/Recombination plats creating 27 new lots.

Code Enforcement

- 45 Enforcement cases opened in the past year.
- Majority of citizen-initiated complaints are related to non-zoning related matters:
  - trash/solid waste
  - overgrown grass
  - junk vehicles, and
  - minimum housing
  - erosion/stormwater runoff

Accomplishments

- Contract signed and launched the development code update (June 2025)!
- Woodfin – Weaverville Greenway Feasibility Study launched (Winter 2025)
- Updated Flood Damage Prevention Regulations
- Zoning Code updates for:
  - Table of Uses and Definitions
  - Landscaping and Greenspace

Woodfin Together

- Goal *A.1.1 Comprehensive Code Rewrite* is now in progress.
- Goal *A.1.3 Other Strategies for* protecting manufactured housing was advance by the updating of regulations for manufactured housing in spring of 2024. SB 382 still limits the Town's ability to rezone commercial properties.
- Goal *A.2.1 Pedestrian Crossings* are reflected in the Walk-Bike Woodfin Plan adopted tonight.
- Goal *A.2.3 Other Strategies* related to restriping Elk Mountain Road and pedestrian features for the new Craggy Bridge are also reflected in the Walk-Bike Woodfin Plan.
- Goal *A.5.3 Other Strategies* include development of a recommended species list was included in the Landscaping and Greenspace amendment adopted in June 2025. Flood Damage Prevention regulations were also updated in April 2025

Planning Board of Adjustment

The Planning Board of Adjustment met 7 times during the most recent fiscal year, and reviewed the following applications:

- 3 -- Conditional Rezonings
- 1 -- Rezonings
- 0 -- Special Use Permits
- 2 -- Major Subdivisions
- 1 -- Variances
- 3 -- Text Amendments

Demonstrated excellent attendance by all appointed members with *no* cases being postponed due to lack of quorum.

Looking Ahead

- Development of Driveway Standards
- Continued engagement with steering committee for Land Development Code Update
- Engage with Buncombe County on transitioning of flood plain development permits to Town staff.
- Continuing education and public engagement for flood plain development.
- Training for Town Council and Planning Board of Adjustment on legal framework for land use decisions.

Committee & Subcommittee Liaison Updates

COMMITTEE & SUBCOMMITTEE MEMBERS

Town of Woodfin Communications Subcommitte Work in Progess Update

August 19, 2025

Council Members Kahn, Ervin, Thornton and Young

Overview

- Mission
- Community Resource Card
- Website
- Upcoming Work

Mission 2025

- The Mission of the Town of Woodfin (the Town) Communications Standing Subcommittee is to provide suggestions and potential content to the Town Manager and staff for use in Town communications to the Town's constituents, stakeholders, and existing or potential partner organizations.
- All such suggestions and content will be evaluated not only for their benefits, but with regard to their potential costs and projected required effort on the part of Town Staff.

Mission 2025 (cont'd.)

- The areas to be addressed include:
  - Emergency-related information
  - Web site (completeness, ease of use, in/outbound links, security)
  - Promotional communications
    - Consistent use of Town Brand and Visual Identity
    - Promotion of Town activities via newsletter and social media
    - Promotion of Town amenities and attractions
    - Signage
- *Current Status:*
  - *Mission statement complete, but subject to ongoing refinement*
  - *Subcommittee acknowledges that being strategic means choosing and prioritizing with respect to available resources*

Emergency Resource Card

- Vital information for residents
- Distribution to every household via newsletter insert (TBD)
- *Current Status:*
  - Final proofing of information
  - Draft of information provided to the designer (TBD)
  - Production and mailing schedule (TBD)

Website

- Benchmarking to towns with similar characteristics indicate that our Website is in good relative shape
  - Design
  - Navigation
  - Timeliness
- Future upgrades to design, security and functionality to be reviewed every 6 months to assess priorities and available resources
- *Current Status: Initial requested updates have been completed and broader areas for improvement have been identified*

Upcoming Work

- Social media
- Wave/WGB Communications Group
  - Town communications
  - Partner communications
- Woodfin Small Business
- Support other workgroup and subcommittee efforts as appropriate

Questions

New Business

-Public Hearing-

Consideration of Ordinance 2025-14 Modification of Existing Conditional Zoning

RICKY HURLEY, PLANNING DIRECTOR

Summary of Request:

Conditional zoning review for 7.99 acres located at 99999 Reynolds Mountain Boulevard to modify a previously approved master plan for a Community Shopping 2 District -Conditional Zone (CS2-CZ) for a 120-unit apartment building. All units will be affordable for families earning 80% of the AMI for Asheville-Buncombe County.

Exhibit A- Zoning Map

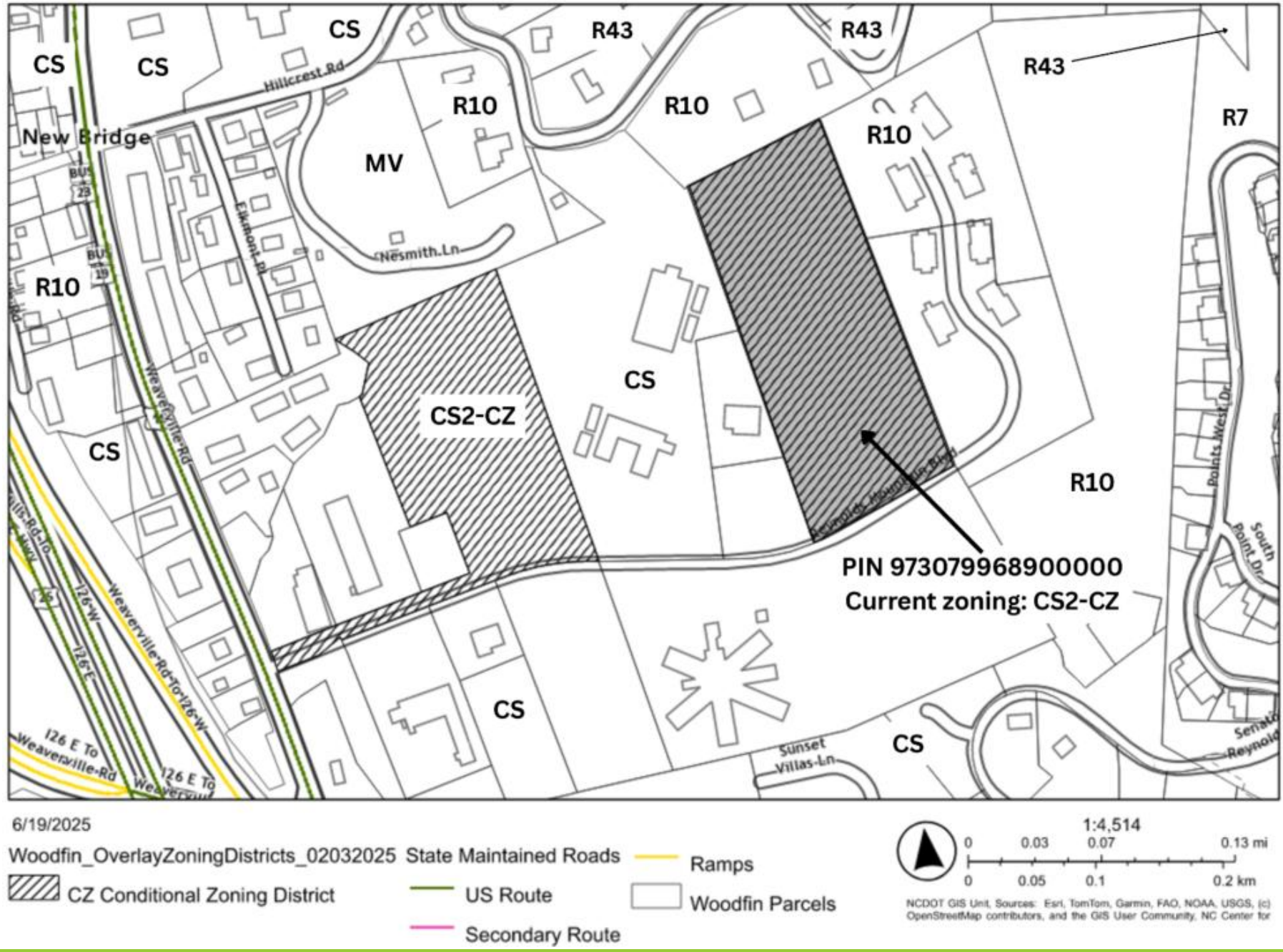


Exhibit B - FLUM

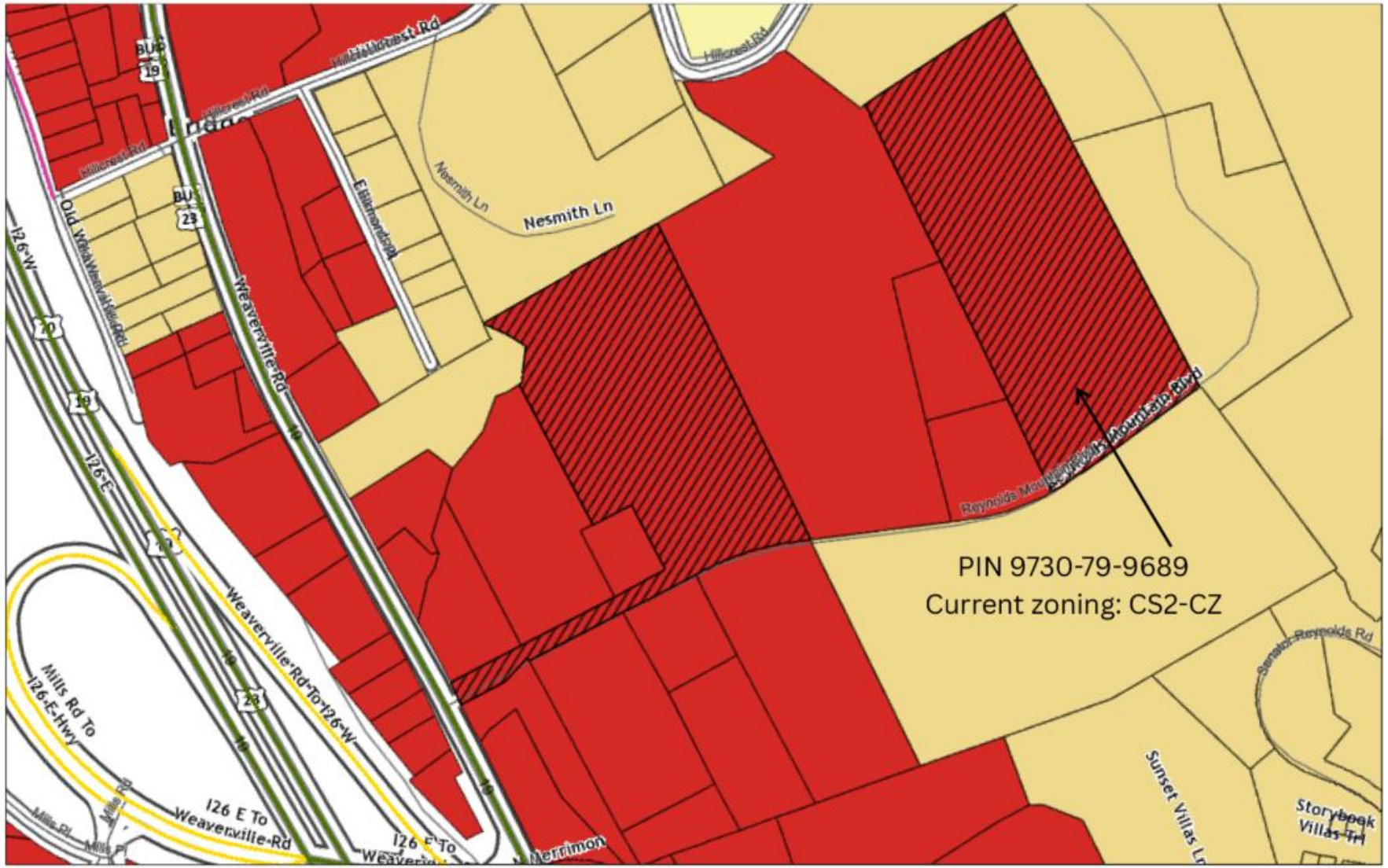


Exhibit C - Aerial

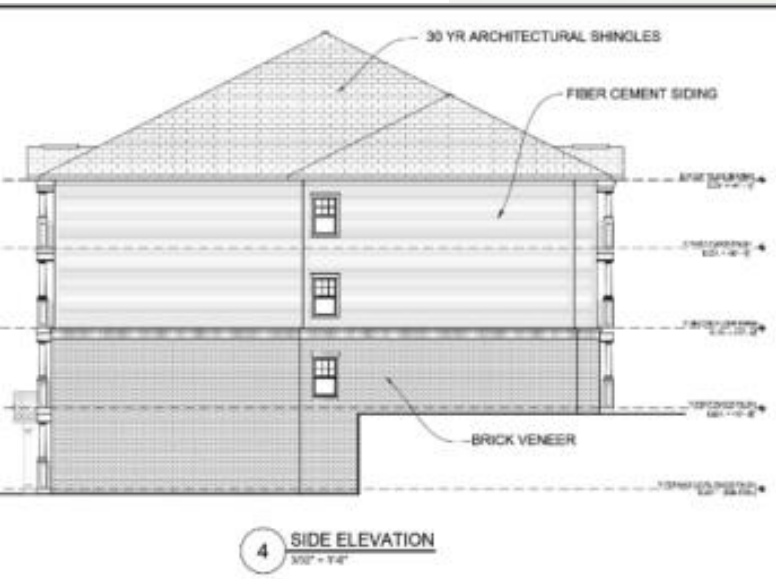


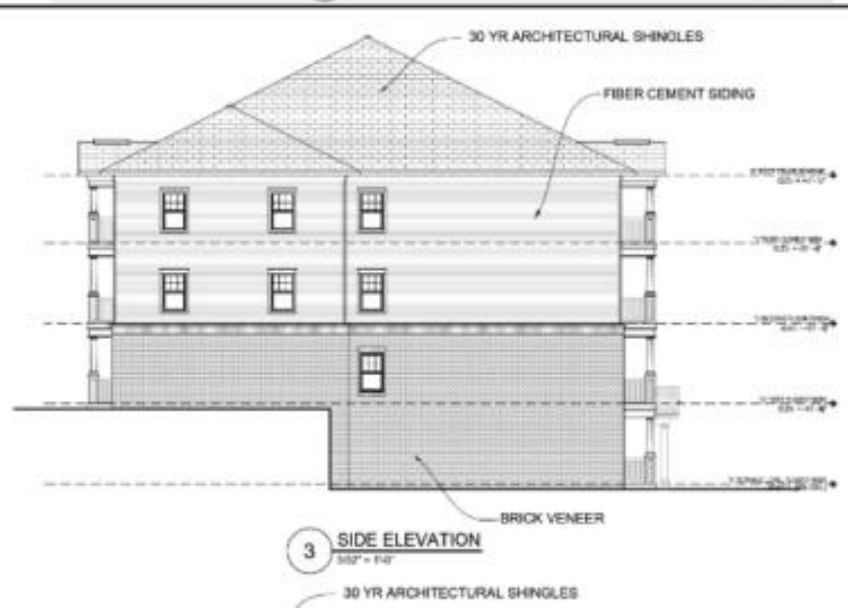
Exhibit E – Site Plan



Exhibit E - Elevations







Street View



Modifications:

- Use of LED lighting
- Modification of the maximum height limit to an average of 48 feet, with a maximum of 4 stories/60 feet on the downhill façade and 3 stories/35 feet on the uphill façade.
- Increase in the allowable land disturbance and impervious surfaces within the Steep Slope zone to a maximum of approximately 91% (316,720 sq ft) disturbed area and 50% (174,022 sq ft) impervious surfaces.
- An increase in the maximum retaining wall height from 12 feet to 13 feet 6 inches
- Reduction in the number of required parking spaces from 1.5 spaces per unit (180 spaces required) to 1.4 spaces per unit (168 proposed standard).

Considerations:

- Modification of the site plan will shorten the length of the building facades and avoid use of a single vertical wall plane.
- The area is a mixture of uses that gradually transition from non-residential commercial uses along Weaverville Highway to residential uses.
- The new development is concentrated on the previously disturbed portion of the site and retains a significant undisturbed area in place on the north side of the property.
- Placement of higher density housing near transportation corridors affords residents easy access to employment and services while lessening the number and duration of vehicle trips.

Review by other bodies

The Woodfin Planning Board of Adjustment reviewed the request at their July 1, 2025, regular meeting and unanimously voted to recommend approval of the proposed conditional rezoning (5:0).

Staff Recommendation

Staff concurs with the Planning Board of Adjustment and supports approval for modification of the master plan for the Community Shopping-Conditional Zone 2 (CS2-CZ) subject to the conditions identified in the Exhibit D – Project Conditions; however, the Council may recommend additional conditions to mitigate the anticipated impacts.

Suggested Motion:

I move to approve the conditional zoning of 7.99 acres as shown on Exhibits A & E for the Community Shopping 2-Conditional Zone, subject to the conditions identified in the Exhibit D-Project Conditions and subject to the following additional conditions:

1) (Council to add conditions here, if applicable.)
2) ….

and find that the request is reasonable, is in the public interest, is consistent with the Woodfin Together Comprehensive Plan, and meets the development needs of the community in that the request:

Suggested Motion:

1. Promotes a mix of housing types and affordability options by working with developers to incorporate income-restricted housing into new developments (1.1.2 & 1.2.4)
2. Promotes long-term fiscal responsibility by growth in areas with existing services. (1.2.6)
3. Supports walkable employment centers so that residents may both live and work in Woodfin (3.1.4).

-Public Hearing-
Consideration of Ordinance 2025-15 Conditional Rezoning

RICKY HURLEY, PLANNING DIRECTOR

Summary of Request:

Conditional zoning review for approximately 0.92 acres located off 3 Puffin Lane from R-10 Residential District (R-10) to Community Shopping-Conditional Zone (CS-CZ) for the development of landscaping business. The project area is identified in the Buncombe County tax record as PIN 9730-66-9486.

Exhibit A- Zoning Map

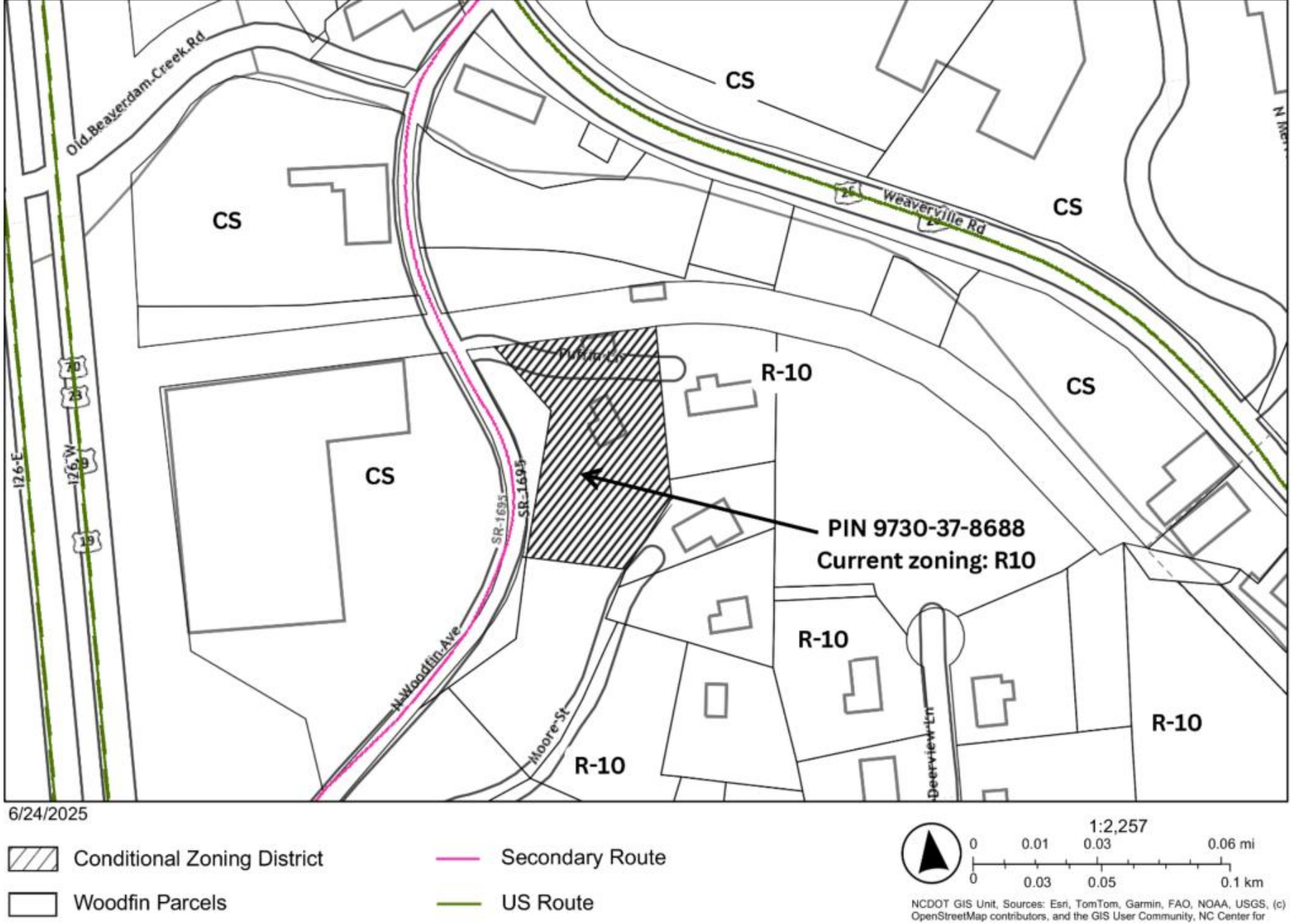


Exhibit B – FLUM

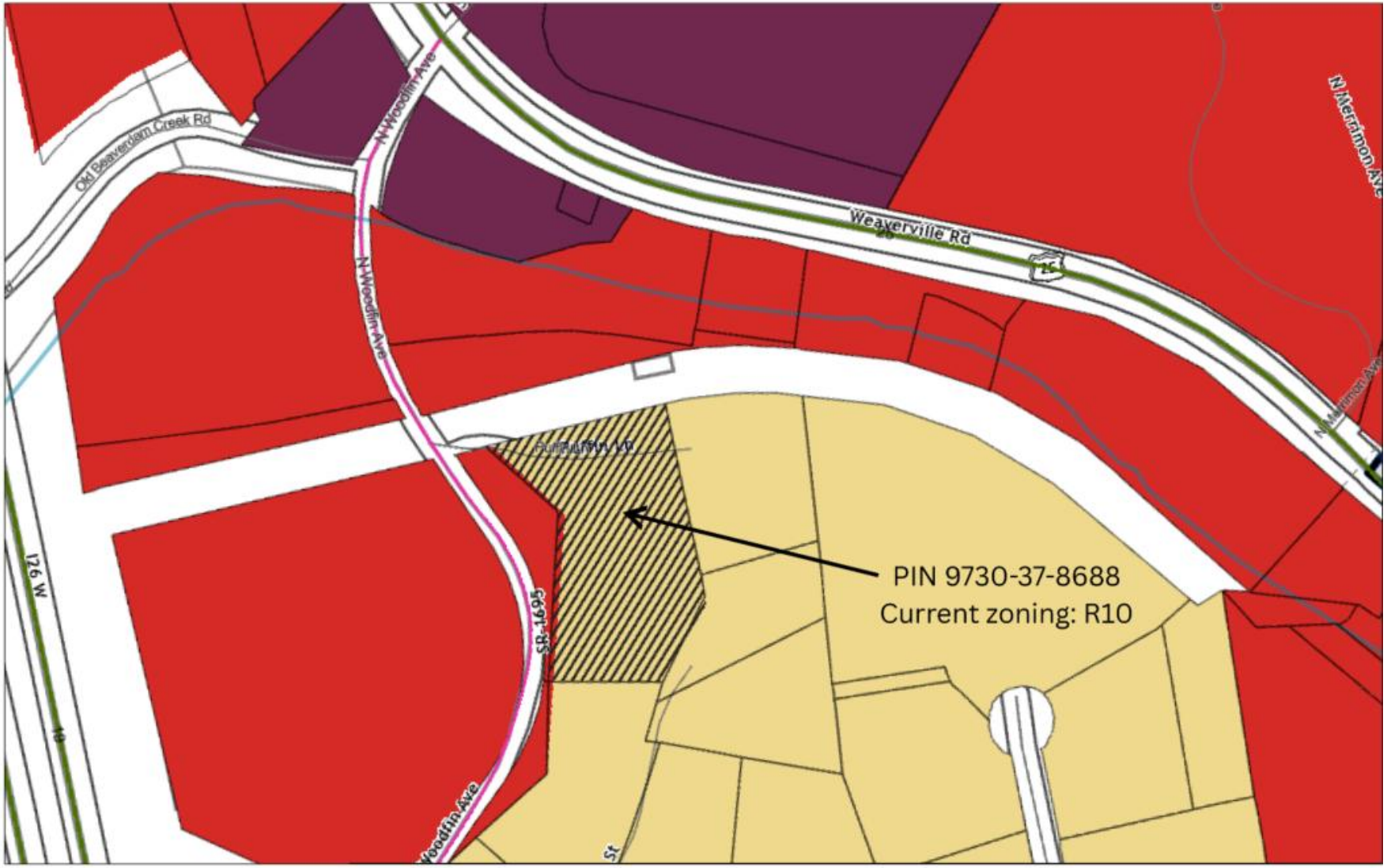


Exhibit C- Aerial



6/24/2025

State Maintained Roads
- US Route
- Secondary Route
- Woodfin Parcels

World Imagery
Low Resolution 15m Imagery
High Resolution 60cm Imagery
High Resolution 30cm Imagery
Citations
60cm Resolution Metadata

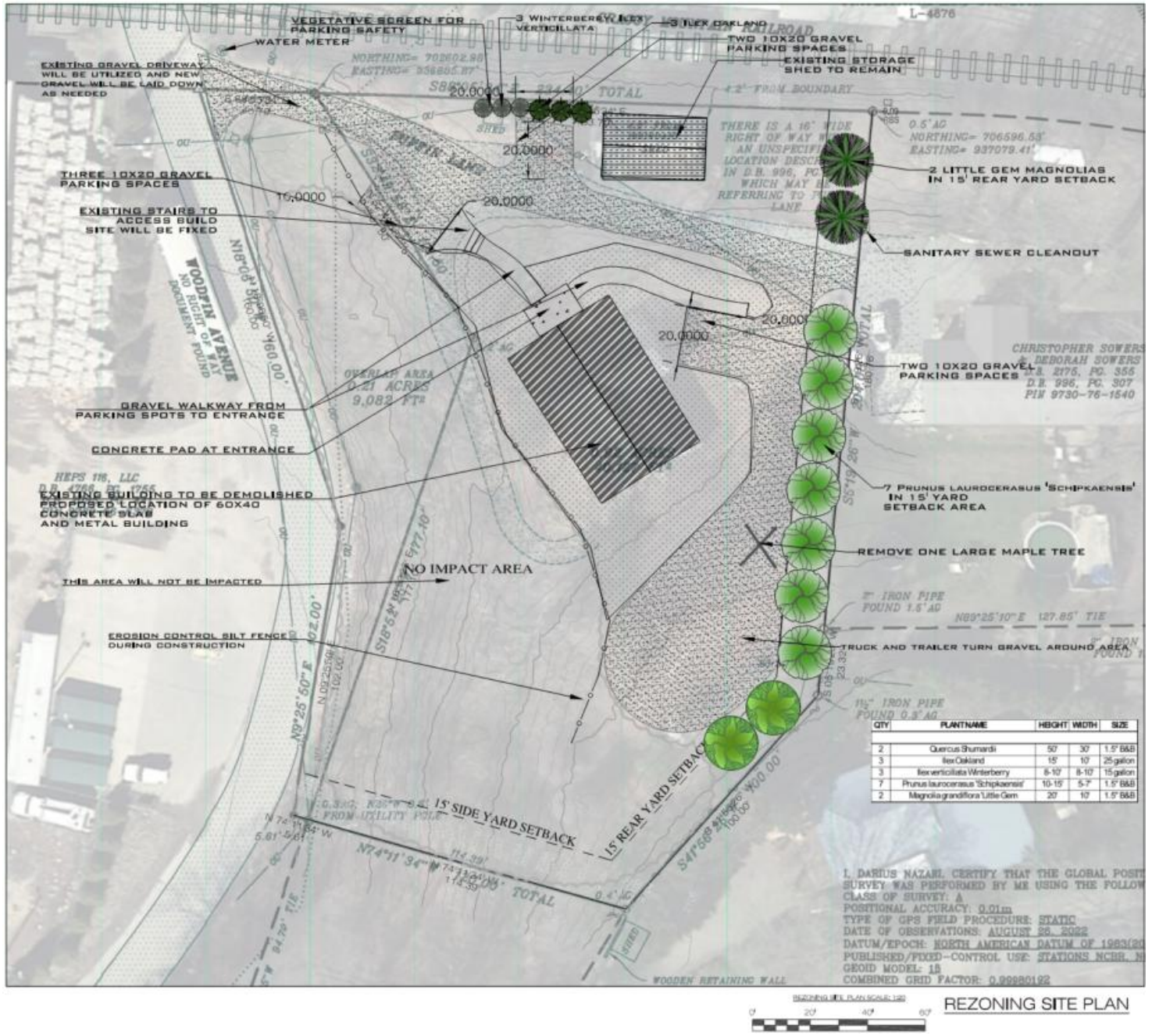
1:2,257

0 0.01 0.03 0.06 mi

0 0.03 0.05 0.1 km

NCDOT GIS Unit, NC CGIA, Maxar, Microsoft, NC Center for Geographic Information and Analysis (NCCGIA)

Exhibit E- Site & Building Plans



Modifications:

- Use of LED lighting

Considerations:

- The area is a mixture of commercial uses along Weaverville Road that gradually transition to detached single family as you move away from the throughfare.
- The proposed building and buffer yard will provide a transition zone between the more intensive commercial uses along North Woodfin Avenue and the residential areas.
- Limiting the types of permitted uses and hours of operation will provide safeguards for the existing residences to ensure potential futures uses will remain compatible.

Review by other bodies

The Woodfin Planning Board of Adjustment reviewed the request at their July 1, 2025, regular meeting and unanimously voted to recommend approval of the proposed conditional rezoning (5:0) after further limiting of the allowable uses for the conditional zoning district.

Staff Recommendation

Staff concurs with the Planning Board of Adjustment and supports approval of the proposed conditional zoning of the subject property to Community Shopping-Conditional Zone (CS-CZ) subject to the conditions identified in the Exhibit D – Project Conditions; however, the Council may recommend additional conditions to mitigate the anticipated impacts.

Suggested Motion:

1) I move to approve the conditional zoning of 0.92 acres as shown on Exhibits A & E from R-10 Residential District (R-10) to Community Shopping - Conditional Zone (CS-CZ), subject to the conditions identified in the Exhibit D - Project Conditions and subject to the following additional conditions:

   1) *(Council to add conditions here, if applicable.)*

   2) *….*

2) Amend the Woodfin Together Future Land Use Map for areas identified on Exhibit B from Residential 1 to Commercial and find that the request is reasonable, is in the public interest, is consistent with the Woodfin Together Comprehensive Plan, and meets the development needs of the community in that the request:

Suggested Motion:

1. Uses the Future Land Use Map to guide development decisions and while protecting land and buildings for small- and large-scale employment uses. (1.1.3 & 1.2.5)
2. Promotes long-term fiscal responsibility by encouraging growth in areas with existing services over other areas. (1.2.6)
3. Balances the supply of land for housing and employment and protects land for economic development and supports local small businesses and ensure an adequate supply of appropriately located and sized employment space. (3.1.5 & 3.2.5).
4. Makes government decision-making accessible and transparent to all residents (4.4.3).

-Public Hearing-

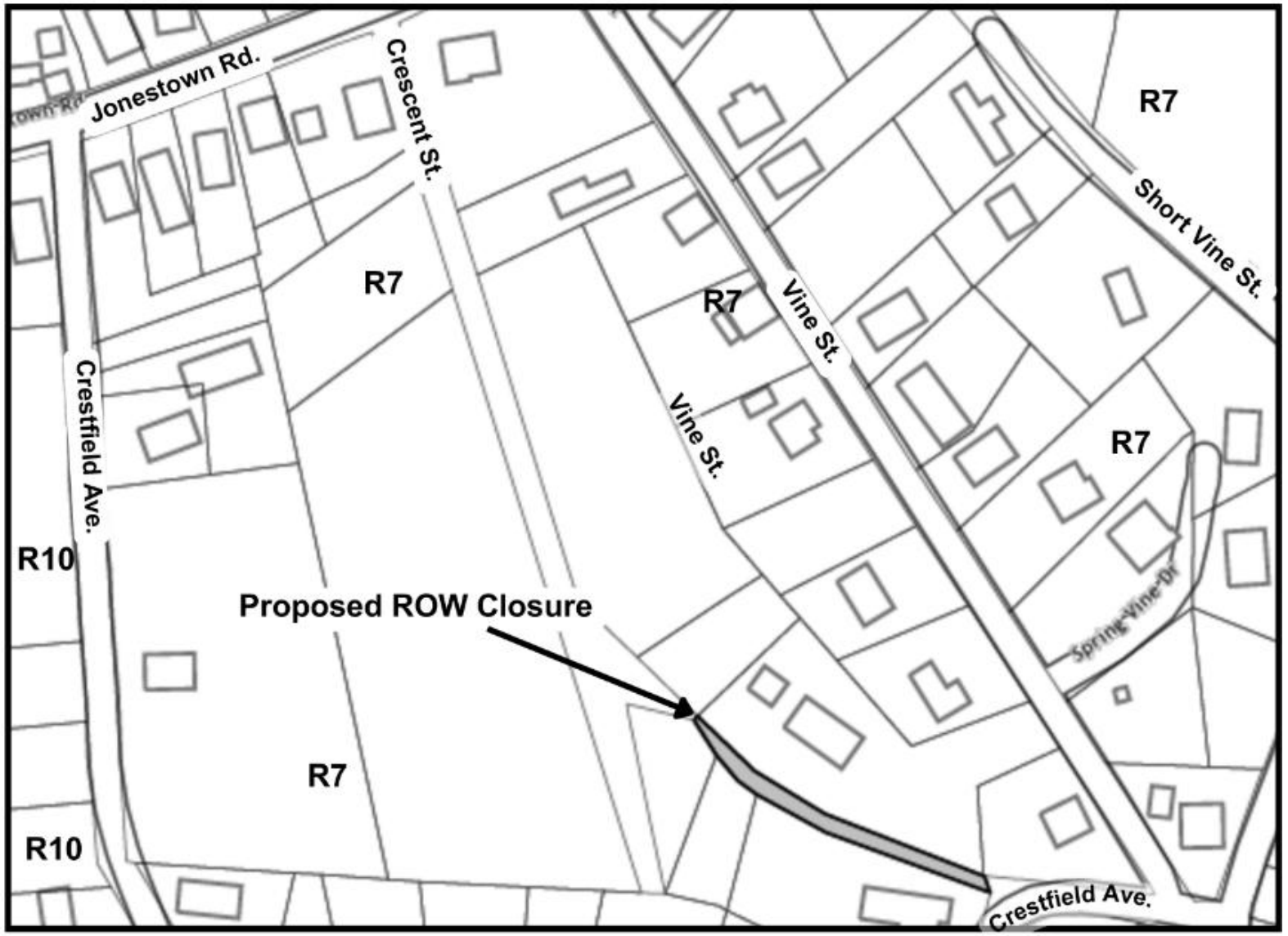
Consideration of Ordinance 2025-16 Right-of-Way Closure Request

RICKY HURLEY, PLANNING DIRECTOR

Summary of Request:

Property owners Eric D. Boyles, Stephanie Gosnell, and Andrew Taylor submitted a petition to the Town requesting closure for the southernmost 375-foot portion of an unopened 25-foot-wide right-of-way known as Crescent Avenue and located between 74 and 86 Crestfield Avenue.

Exhibit A – Crescent Avenue



7/31/2025

Woodfin Parcels

Subject Parcels - Proposed ROW Closure

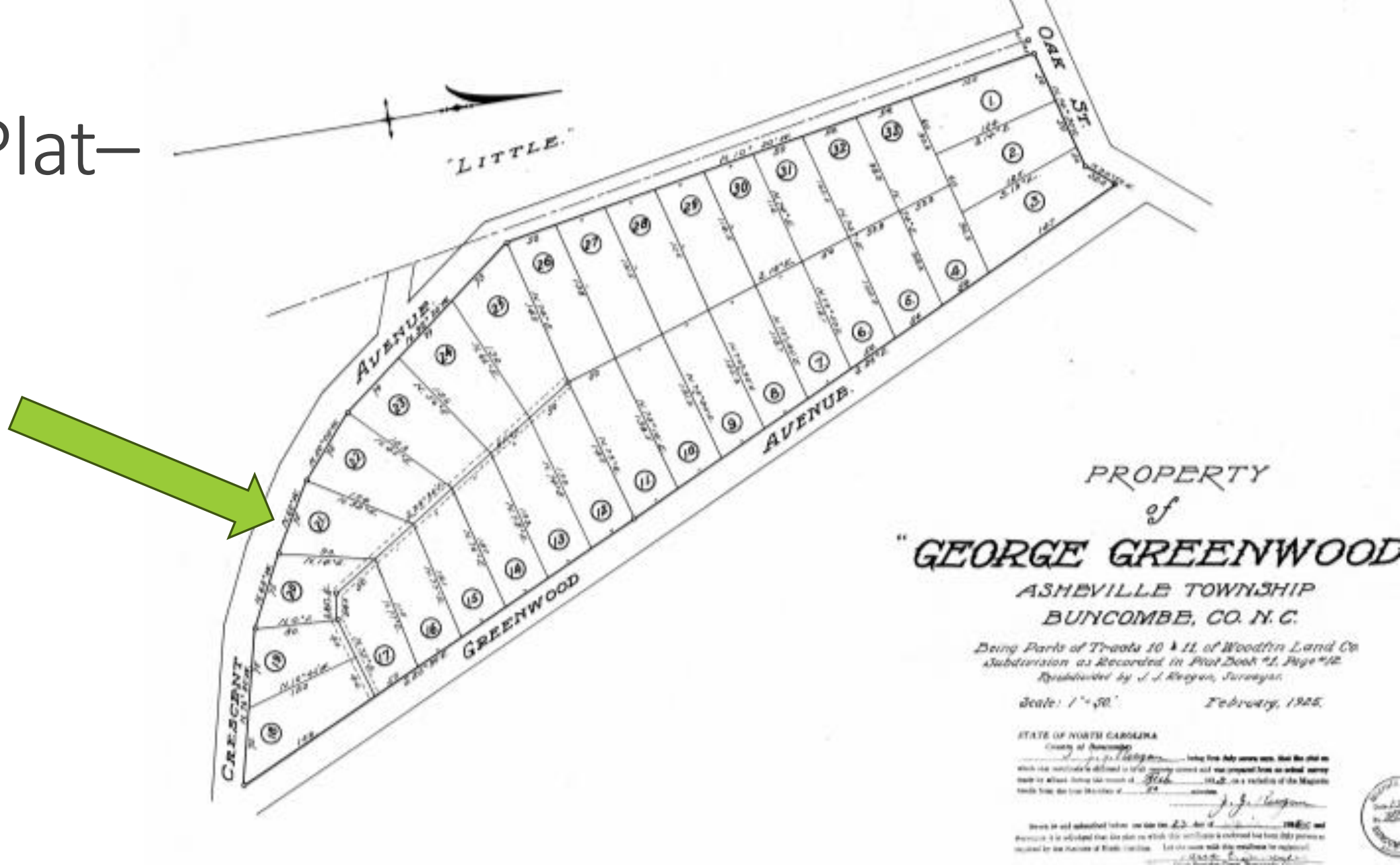
1:2,257

0 0.01 0.03 0.06 mi

0 0.03 0.05 0.1 km

NCDOT GIS Unit, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community

Original Plat–



Considerations:

- All properties abutting the portion of right-of-way requested for closure are owned by the requestors with frontage along Vine Street or Crestfield Avenue.
- If the right-of-way were to be opened, it would necessitate significant cut and fill with retaining walls on a very steep slope between two existing residences.
- Closing of the right-of-way will not impact development or further subdivision of adjacent properties.
- If the right of way closure is approved, requestors will be required to recombine any existing lots that become more non-conforming due to changes in access.

Staff Recommendation

Staff recommends approval of the right-of-way closure as shown on the attached Exhibit A map. This request is consistent with recommendations in the Woodfin Together comprehensive plan in that it:

1) Makes government decision making accessible and transparent to all residents.

Suggested Motion:

I move to approve the petition for the right-of-way closure of Crescent Avenue currently submitted as it is in the public's interest, and meets the development needs of the community in that the closure request:

1) Will not impede access to existing property or preclude further subdivision or infill development.
2) Will convert the land area into taxable property.

Review of Allocations for Town of Woodfin Community Partners Grant Program

SHANNON TUCH, TOWN MANAGER

CPGP History

- Began in 2023
- Funding has grown from $58,500 (FY2023) to $95,500 (FY2026)
- Application process by-passed in 2024 with previous grants renewed
- Two grants added in 2025 (Emergency Assistance & River Clean-up)
- Two grants not utilized in 2025

FY2025 Allocations

ABCCM Emergency Assistance	$50,000
Catholic Charities Non-food Essentials	$ 6,000
RiverLink River Rats Education	$ 2,500
MHO Emergency Home Repair	$25,000
Asheville GreenWorks River Clean-up	$12,000
	$95,500

Proposed FY2026 Allocations

ABCCM Emergency Assistance	$50,000
New Bridge Baptist Non-food Essentials	$ 6,000
MHO Emergency Home Repair	$25,000
Asheville GreenWorks River Clean-up	$12,000
	$93,000

**$2,500 surplus*

Suggested Motion:

I move to authorize and direct the town manager to:

1) Renew funding agreements with ABCCM for FY 2026 in the amount of $50,000 for emergency assistance,
2) Enter into a new agreement with New Bridge Baptist Church in the amount of $6,000 for non-food and supplemental food items,
3) Update the existing agreement with MHO to extend the grant window through FY 2026.

Council Discussion on Allocating ABC Revenues

WOODFIN TOWN COUNCIL

Closed Session

Adjournment