Town of Woodfin
Town Council Meeting

Tuesday, August 19, 2025
5:00 pm

ACTION MEETING MINUTES

Council Members Present
Mayor Jim McAllister
Council Member Philip Cohen
Council Member Haz el Thornton
Vice Mayor Elisabeth Ervin
Council Member Ken Kahn
Council Member Johanna Young

Town Staff Present
Shannon Tuch, Town Manager
Sheri Powers, Finance & Budget Director
Jacqui Boykin, Police Chief
Adrienne Isenhower, Projects & Facilities Director
John Henning, Town Attorney
Ricky Hurley, Planning Director
Gena Powers, Town Clerk / PIO

The meeting video can be seen in its entirety at:
https://youtube.com/live/WIPsDn1-jbU?feature=share

Mayor McAllister called the meeting to order at 5:00 pm.

A. Approval of the Agenda (0:30)
Council Member Kahn made a motion to approve the agenda adding #5 under new business, a discussion on designating Woodfin ABC store allocations to the Town of Woodfin to address specific town needs. Council Member Thornton seconded the motion which passed unanimously, 5-0.

B. Consent Agenda (1:59)
1. Approval of the July 15, 2025, regular session meeting minutes.
2. Approval of the tax collection report for the period ending June 2025.
3. Approval of Ordinance 2025-17 Budget Amendment amending the adopted FY 2026 General Fund and the Stormwater Utility Fund budgets.
4. Approval of the Annual Property Tax Settlement for Fiscal year 2025 and Order of Collection to the Tax Collector.
5. Approval of Resolution 2025-08 Disposal of a Surplus Vehicle for Woodfin Police Department.
6. Approval of Walk Bike Woodfin Comprehensive Bicycle and Pedestrian Plan.
7. Approval of contract with French Broad Paving, Inc. for 5 Taylor Street.

Vice Mayor Ervin made a motion to approve the Consent Agenda. Council Member Kahn seconded the motion, which passed unanimously, 5-0.

C. Public Comment (2:18)– The public is invited to attend this meeting in person or view this meeting on YouTube Live: https://www.youtube.com/live/mW1GYyGFBFc?si=CSgchOZx28g4XwQW . All documents related to agenda items not published on the website may be viewed in advance of the meetings in person at Town Hall, 90 Elk Mountain Rd, Woodfin.

One Woodfin Resident spoke concerning traffic and fire safety related to the Altura and Charter Mountain Developments.

Citizens may address the Board concerning various topics after being recognized by the mayor and are limited to 3 (three) minutes speaking time.

D. Presentations & Reports (7:14)

1. Town Manager Report – Shannon Tuch, Town Manager
2. Facilities & Public Works Department Annual Report – Adrienne Isenhower, Facilities & Public Works Director
3. Planning Department Annual Report – Ricky Hurley, Planning Director
4. Committee & Subcommittee Liaison Update

E. New Business (1:22:49)

1. Public Hearing - Consideration of Ordinance #2025-14, a request to modify an existing conditional zoning approved on March 19, 2024, (Ordinance #2024-08) for the property located at 99999 Reynolds Mountain Blvd. and identified in the Buncombe County tax records as PIN 9730-79-9689. The property is currently zoned Community Shopping 2 – Conditional Zone (CS2-CZ). The applicant is Andera Gonzalez, on behalf of property owners Rocky River Apartments NC LLC. Ricky Hurley, Planning Director.

Mayor McAllister opened the public hearing at 6:33 pm.

No one spoke at the public hearing.

Mayor McAllister closed the public hearing at 6:34 pm.

Vice Mayor Ervin made a motion to approve Ordinance 2025-14 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 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: 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). Council Member Cohen seconded the motion, which passed unanimously,5-0.

2. Public Hearing - Consideration of Ordinance #2025-15, a request to conditionally rezone a 0.92-acre parcel from R-10 Residential District (R-10) to Community Shopping – Conditional Zone (CS-CZ). The property is located at 3 Puffin Lane and identified in the Buncombe County tax records under PIN 9730-66-9486. The applicant is Jeff Young, on behalf of property owners, Northside LLC. Ricky Hurley, Planning Director.

Mayor McAllister opened the public hearing at 6:44 pm.

No one spoke at the public hearing.

Mayor McAllister closed the public hearing at 6:45 pm.

Council Member Kahn made a motion to approve Ordinance #2025-15, 1)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 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: 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 ensures 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). Council Member Cohen seconded the motion, which passed unanimously, 5-0.

3. Public Hearing - Consideration of Ordinance #2025-16, a request to close an unopened right-of-way known as Crescent Avenue, located between 74 and 86 Crestfield Avenue. The petitioners are Eric D. Boyles, Stephanie Gosnell, and Andrew Taylor. Ricky Hurley, Planning Director

Mayor McAllister opened the public hearing at 6:50 pm.

A Woodfin resident who lives adjacent to this road closure asked a question about any utilities that would be affected by this closure. Director Hurley answered that no utilities are in the right of way and so none would be affected.

Mayor McAllister closed the public hearing at 6:52 pm.

Council Member Cohen made a motion to approve Ordinance 2025-16, a 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, and subject to the following condition that any non-conforming lots be recombined. Vice Mayor Ervin seconded the motion, which passed unanimously,5-0.

4. Review of allocations for the Town of Woodfin Community Partners Grant Program. Shannon Tuch, Town Manager

Council Member Cohen made a motion 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 $6000 plus $2,500 for non-food and supplemental food items, and 3) Update the existing agreement with MHO to extend the window through FY 2026. Vice Mayor Ervin seconded the motion, which passed unanimously, 5-0.

5. Discussion on designating Woodfin ABC store allocations to the Town of Woodfin to address specific town needs. Woodfin Town Council.

Council Member Kahn made a motion to designate the Woodfin ABC store allocations that the town receives to be directed to address supporting our parks and greenways. Vice Mayor Ervin seconded the motion, which passed unanimously, 5-0.

Vice Mayor Ervin made a motion to adjourn into closed session consistent with North Carolina General Statute §143-318.11 (3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; Council Member Kahn seconded the motion, which passed unanimously, 5-0.

F. <u>Executive Session -</u> The Town Council may adjourn to private chambers to discuss legal, personnel, contractual or similar matters protected by the NCGS §143-318.11(a) including subsections:

(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged; and (5) To establish, or to instruct the public body's staff or negotiating agents

concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease;

G. Adjournment-

Vice Mayor Ervin made a motion to adjourn the meeting. Council Member Thornton seconded the motion, which passed unanimously,5-0.

Mayor McAllister adjourned the meeting at 8:25 pm.

TOWN OF WOODFIN
INCORPORATED
JUNE 1971
NORTH CAROLINA

James C. McAllister/Mayor

Attest: Gena Powers
Gena Powers/Town Clerk