Town of Woodfin
Town Council Meeting

Tuesday, April 15, 2025
5:00 pm

# ACTION MEETING MINUTES

**Council Members Present**

Mayor Jim McAllister
Vice Mayor Elisabeth Ervin
Council Member Ken Kahn
Council Member Philip Cohen
Council Member Eric Edgerton
Council Member Hazel Thornton

**Council Members Remote**

Council Member Johanna Young joined at 5:00 pm, left the meeting when adjourned at 7:17 pm.

**Town Staff Present**

Shannon Tuch, Town Manager
John Henning, Town Attorney
Adrienne Isenhower, Projects & Facilities Director
Gena Powers, Town Clerk / PIO
Sheri Powers, Finance & Budget Director
Jacqui Boykin, Police Chief
Nate Oblong, Storm Water Administrator

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

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

**A. Approval of the Agenda (0:28)**

Vice Mayor Ervin made a motion to approve the agenda. Council Member Kahn seconded the motion which passed unanimously, 6-0.

The roll call vote was as follows:

| | |
|---|---|
| Cohen | Aye |
| Edgerton | Aye |
| Ervin | Aye |
| Kahn | Aye |
| Thornton | Aye |
| Young | Aye |

**B. Proclamation**

1. Proclamation designating May as a Celebration of Public Servants. - Mayor McAllister

Mayor McAllister thanked Council Member Eric Edgerton for his service to the Town of Woodfin, as this will be his last council meeting. Council member Edgerton has resigned his position on the Town Council due to a move out of town.

**C. Consent Agenda (0:47)**

1. Approval of the March 18, 2025, regular session meeting minutes.
2. Approval of the March 18, 2025, special meeting minutes.
3. Approval of the April 8, 2025, budget work session minutes.
4. Approval of the tax collection report for the period ending February 2025.
5. Approval of Ordinance 2025-05 a Budget Amendment to allocate FEMA grant funding related to Hurricane Helene.
6. Approval of an extension of Woodfin's tax collection agreement with Buncombe County.

7. Approval of The Town of Woodfin Town Council 2025 Strategic Plan.
8. Approval of a contract with WithersRavenel for professional engineering services related to Tropical Storm Helene damages.

Mayor McAllister asked for a motion to amend the consent agenda noting an addition (item #8) that was added after the agenda was initially sent out.

Council Member Kahn made a motion to amend the Consent Agenda to include item #8. Vice Mayor Ervin seconded the motion, which passed unanimously, 6-0.

The roll call vote was as follows:

| | |
|---|---|
| Cohen | Aye |
| Edgerton | Aye |
| Ervin | Aye |
| Kahn | Aye |
| Thornton | Aye |
| Young | Aye |

Council Member Thornton made a motion to approve the Consent Agenda. Council Member Edgerton seconded the motion, which passed unanimously, 6-0.

The roll call vote was as follows:

| | |
|---|---|
| Cohen | Aye |
| Edgerton | Aye |
| Ervin | Aye |
| Kahn | Aye |
| Thornton | Aye |
| Young | Aye |

**D. Public Comment (1:45)– 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.

Brian Newport addressed the council concerning the loss of property and life due to hurricane Helene and inquired as to how we would address flood damage prevention.

Ken Buckner spoke to the council about an interaction he experienced in Swannanoa with a Buncombe County deputy after hurricane Helene.

Ken Brame recognized and thanks Council Member Edgerton for his work to protect the environment while on the Woodfin Town Council.

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

**E. Presentations & Reports (7:57)**

1. Presentation from Greenbuilt Alliance - Mary Love & Carla Parvin
2. Town Manager Report – Shannon Tuch

F. **New Business (52:30)**

1. Town Manager Performance Plan – Town of Woodfin Performance Plan Subcommittee. Report on the completion of this year's performance plan review.

2. Approval of a contract with CodeWright Planners, LLC for update of the Town of Woodfin land development codes – Shannon Tuch, Town Manager

Council Member Cohen made a motion to authorize the town manager to enter into the contract with CodeWright Planners, LLC for their assistance with a comprehensive development code update. Council Member Edgerton seconded the motion which passed unanimously, 6-0.

The roll call vote was as follows:

| | |
|---|---|
| Cohen | Aye |
| Edgerton | Aye |
| Ervin | Aye |
| Kahn | Aye |
| Thornton | Aye |
| Young | Aye |

3. Public Hearing – Consideration of Ordinance #2025-03, a request for approval of a comprehensive update to Chapter 14 of the Town of Woodfin's Flood Damage Prevention Ordinances. - Shannon Tuch, Town Manager

Mayor McAllister opened the public hearing at 6:26 pm.

No one spoke at the public hearing.

Mayor McAllister closed the public hearing at 6:27 pm.

Council Member Edgerton made a motion to approve Ordinance 2025-03 and find that it 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. Balances the supply of land for housing and employment and protect land for economic development and ensure an adequate supply of appropriately located and sized employment space (3.1.5, 3.2.5). 2. Makes government decision-making accessible and transparent to all residents while updating development standards to minimize risk from new development. (4.4.3, 5.4.2) 3. Protects floodplains, wetlands, wildlife habitat, and other environmentally valuable and sensitive areas by updating development standards to minimize the risk from new development and educating the public on risks and actions needed to protect themselves (5.1.1, 5.4.1, 5.4.2) Council Member Kahn seconded the motion which passed unanimously, 6-0.

The roll call vote was as follows:

| | |
|---|---|
| Cohen | Aye |
| Edgerton | Aye |
| Ervin | Aye |
| Kahn | Aye |
| Thornton | Aye |
| Young | Aye |

4. Public Hearing – Consideration of Ordinance #2025-04, a request to conditionally rezone an 11.25-acre property located at 215 Macedonia Road and 99999 Mayapple Bridge Road from Mountain Village (MV) to Mountain Village – Conditional Zone (MV-CZ). The properties are identified in the Buncombe County tax record as portions of PINs 9721-23-4787 and 9721-43-6677. The applicant is Red Tree Organization, LLC on behalf of property owners Bridges at French Broad LLC and Olivette Development LLC. – Shannon Tuch, Town Manager

Mayor McAllister opened the public hearing at 6:49 pm.

Amy Miller of the Olivette Community shared her concerns about the density of the new town home construction that may cause traffic issues.

Mayor McAllister closed the public hearing at 6:51 pm.

Council Member Edgerton made a motion to approve Ordinance 2025-04 to approve the conditional zoning of 11.25 acres as shown as Exhibits A & E from Mountain Village (MV) to Mountain Village - Conditional Zone (MV-CZ), subject to the conditions identified in the Exhibit D - Project Conditions and subject to the following additional condition, that I believe would be 21, stating that each of the 62 units will be constructed with incorporated photovoltaic or solar cell systems 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 green and sustainable principles with distinct and human-scale architectural design while forming complete communities. (Principles 6 & 7) 2. Uses the Future Land Use Map to guide development decisions and connect existing and future activity centers with multimodal transportation for all users. (1.1.1 & 1.1.3) 3. Extends or improves infrastructure needed to support residents and sustainable growth while promoting long-term fiscal responsibility by growth in areas with existing services. (1.1.8 & 1.2.6) 4. Balances the supply of land for housing and employment and protects land for economic development. (3.1.5). 5. Protects environmentally sensitive areas such as floodplains, wetlands, steep slopes, and areas adjacent to streams and creeks while also encouraging accessibility to green spaces. (5.1.1 & 5.1.2) Council Member Thornton seconded the motion which passed unanimously, 6-0.

The roll call vote was as follows:

| | |
|---|---|
| Cohen | Aye |
| Edgerton | Aye |
| Ervin | Aye |
| Kahn | Aye |
| Thornton | Aye |
| Young | Aye |

**G.** Committee discussion & appointments – Woodfin Town Council.

Council Member Kahn made a motion to establish the new standing Communications Subcommittee that is a council subcommittee, membership to be appointed by the council, and he moved to appoint Hazel Thornton, Betsy Ervin, Johanna Young and himself, Ken Kahn, to serve on the Town Council Communications Subcommittee. Council Member Cohen seconded the motion, which passed unanimously, 6-0.

The roll call vote was as follows:

| | |
|---|---|
| Cohen | Aye |
| Edgerton | Aye |
| Ervin | Aye |
| Kahn | Aye |
| Thornton | Aye |

Young Aye

Council Member Cohen made a motion to establish a new ad hoc Water Infrastructure Advisory Committee that includes himself, Philip Cohen, Betsy Ervin and Johanna Young, and Shannon Tuch will be the staff contact person. This will be a task force, with members being appointed by the Town Council. Council Member Ervin seconded the motion, which passed unanimously, 6-0.

The roll call vote was as follows:
Cohen Aye
Edgerton Aye
Ervin Aye
Kahn Aye
Thornton Aye
Young Aye

Mayor McAllister made a motion to establish the Community Partnerships Taskforce to be a time limited (ad hoc) advisory committee, with himself as the chairperson, with Phil Cohen as the council member, there will be membership from the community, by invitation as well as application, and a potential co-chair from a key stakeholder in the community. With Sheri Powers as the designated staff person to support this task force. Shannon requested that rather than Sheri to be the sole staff person that staff support be dictated by workload and shared appropriately. Mayor McAllister supported the amendment and Council Member Edgerton seconded the motion, which passed unanimously, 6-0

The roll call vote was as follows:
Cohen Aye
Edgerton Aye
Ervin Aye
Kahn Aye
Thornton Aye
Young Aye

**H.** Property Donation Discussion- Mayor McAllister & Council Member Ervin

Mayor McAllister asked Town Attorney Henning, with input from the Town Manager Tuch, to draft a proposal of guidelines for council to use when facilitating property donation, to bring back to council for approval. In addition, the Communication Subcommittee will advise on messaging on the topic.

**I. Adjournment-**
Council Member Young made a motion to adjourn the meeting. Vice Mayor Ervin seconded the motion, which passed unanimously, 6-0.

The roll call vote was as follows:
Cohen Aye
Edgerton Aye
Ervin Aye
Kahn Aye
Thornton Aye
Young Aye

Mayor McAllister adjourned the meeting at 7:18 pm.

James C. McAllister/Mayor

Attest: Gena Powers
Gena Powers/Town Clerk

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