Town Council

AUGUST 20, 2024

Consent Agenda

Public Comment

Presentations & Reports

Town Manager Report

SHANNON TUCH, TOWN MANAGER

Administration

- Contracts: July - August.

TSA Choice
$1,740
(Email Protection)

Heritage Grading & Paving
$22,500
(Comm. Ctr. Roof Repair)

- Audit Preparation
- Affordable Housing Forum
- Great Trails Grant

Planning & Facilities

- Annual Report

- Quotes for Town Hall basement flooding mitigation
- Community Center renovations (nearly) complete
  (FMS to open Thursday, August 22)

Stormwater & Parks

- RFP for Town Infrastructure drafted
- Lake Town Lane SW project on schedule – paving to be scheduled soon
- Stormwater Letter to all property owners

- Engineering plans for water for SLP Restrooms received
- Meeting with contractors on wetland maintenance
- Community garden site work complete – obtaining quotes for restoring water service
- Riverside Park Expansion coffer dam complete, de-watering process has begun

Police

- Police Chief job announcement posted
- Officer Ian Bradley promoted to Sergeant
- LE Partner Meet & Greet



- National Night Out



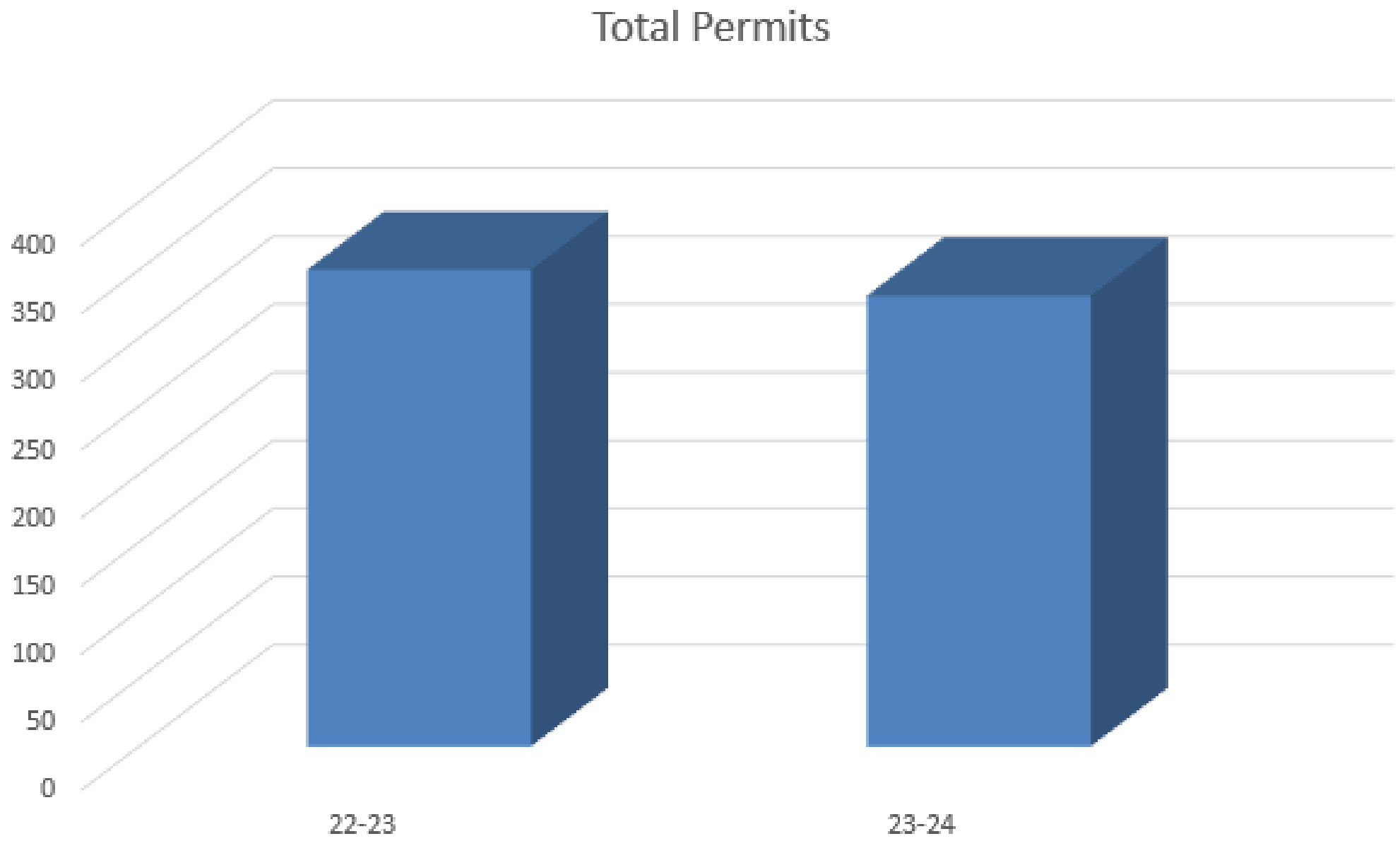

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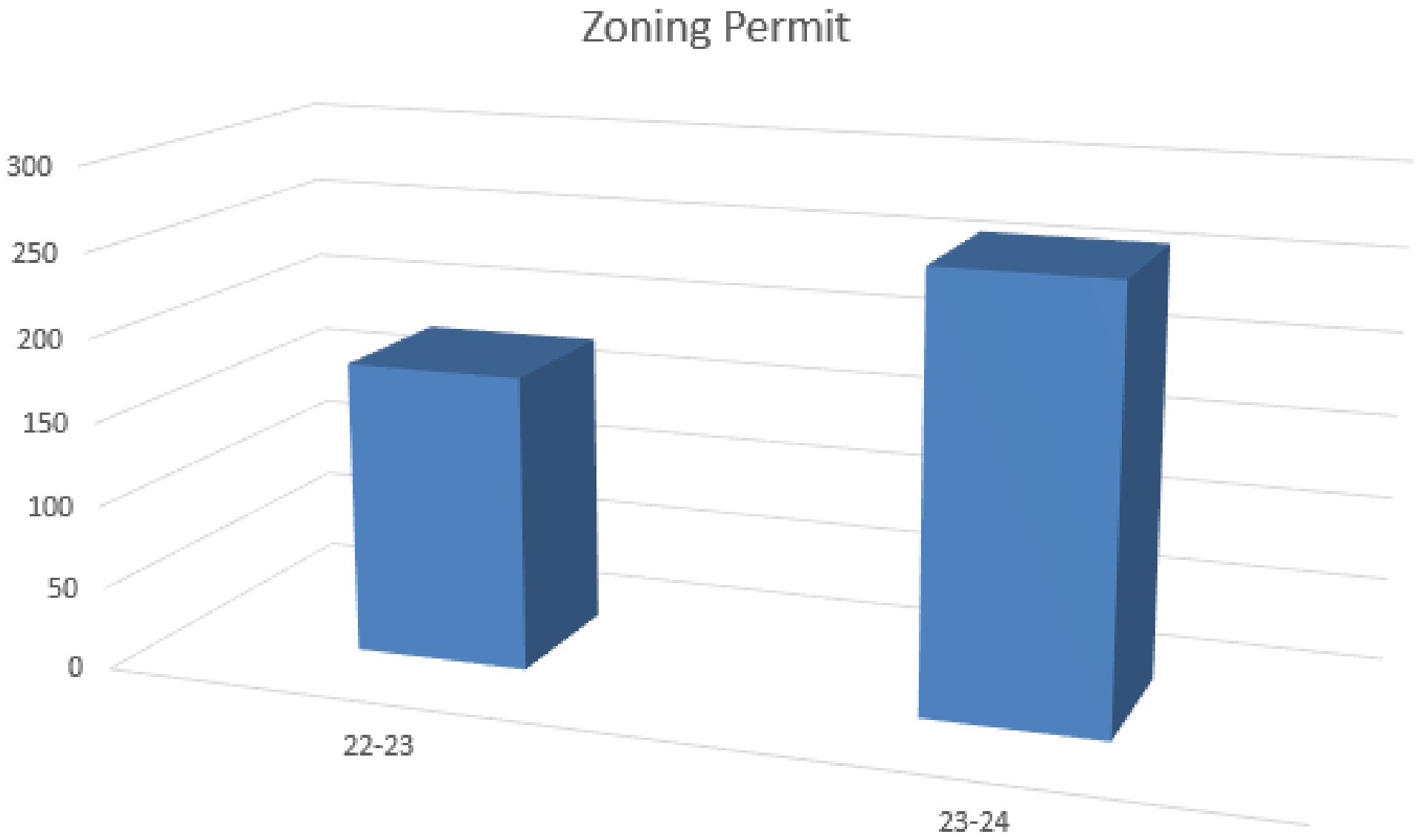

C. BANKS

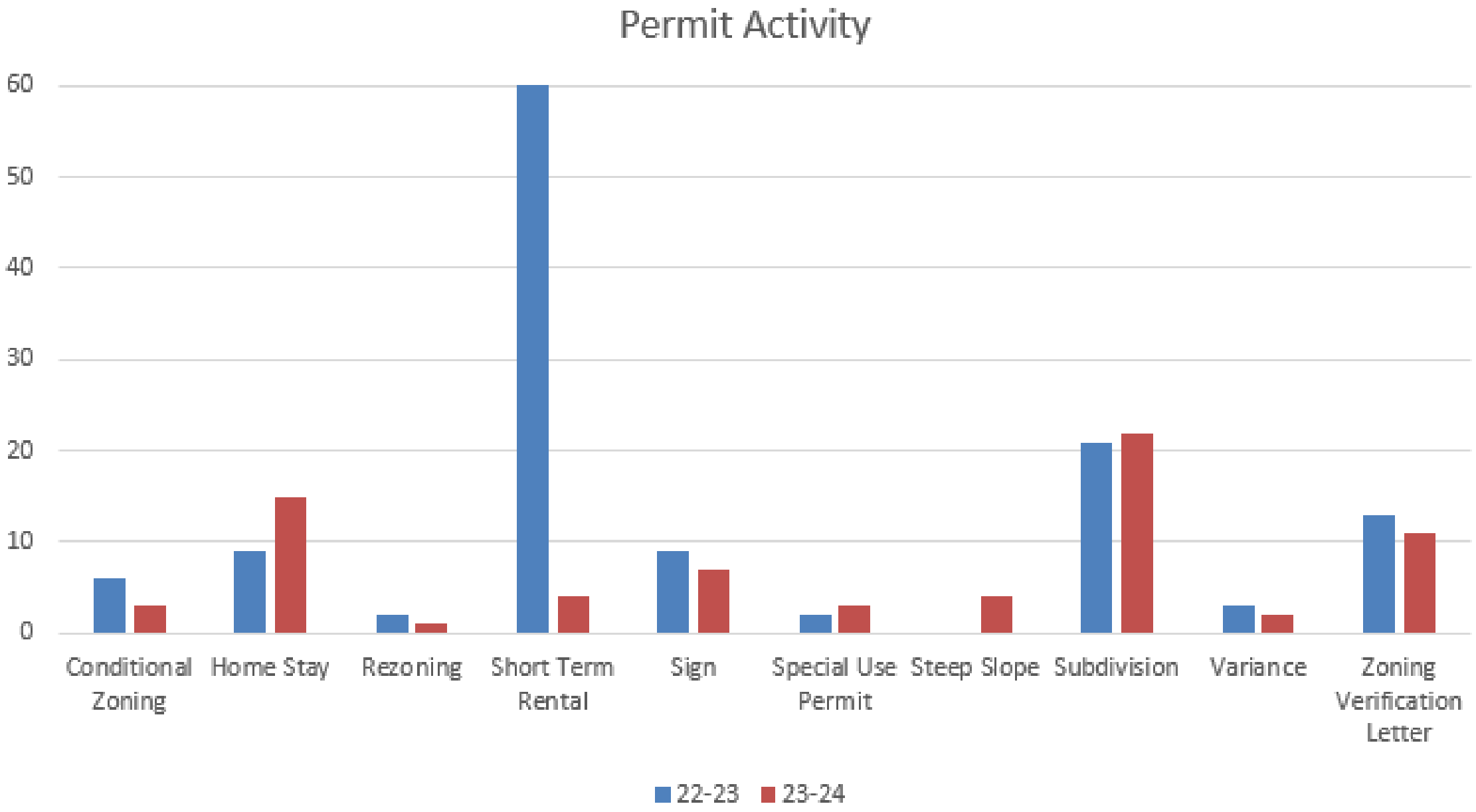


Planning Department FY2024 Review

RICKY HURLEY, PLANNING DIRECTOR


Total Permits
400
350
300
250
200
150
100
50
0
22-23
23-24


Zoning Permit
300
250
200
150
100
50
0
22-23
23-24


Permit Activity
60
50
40
30
20
10
0
Conditional Zoning
Home Stay
Rezoning
Short Term Rental
Sign
Special Use Permit
Steep Slope
Subdivision
Variance
Zoning Verification Letter
22-23
23-24

Permit Highlights FY24

- **156** new dwellings, 4 of which were for manufactured housing. Most homes permitted were within Olivette, the Springs at North Asheville, Terraces-West, City View West, and the Rolling Hills of French Broad.
- **36** other Residential, such as additions and accessory structures.
- **16** commercial permits include Starbucks, Sohum treatment rooms, tenant upfits for 8 Weaverville Rd. (former Westall-Chandley Lumber).
- **22** Subdivision/Recombination plats creating 57 new lots.

Code Enforcement

- 96 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
  - free ranging chickens.

Accomplishments

- Woodfin Together Comprehensive plan adopted!
- Two Conditional rezonings resulting in 420 new housing units including 150 affordable units.
- Zoning Code updates for:
  - Mountain Village District
  - Non-conformities
  - Accessory Dwelling Units
  - Steep Slope
  - Height
  - Manufactured Housing Overlay and Community zoning districts
- Funds approved for a development code update in the current fiscal year.
- Collaborated on new Street Acceptance Standards.

Planning Board of Adjustment

The Planning Board of Adjustment met 10 times during the most recent fiscal year, and reviewed the following applications:

- 6 -- Conditional Rezonings
- 2 -- Rezonings
- 3 -- Special Use Permits
- 3 -- Variances
- 6 -- Text Amendments

Completed review the Woodfin Together Comprehensive Plan

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

Looking Ahead

- Text Amendment for Table of Uses and Definitions, with associated Limited and Special Uses anticipated for September of 2024
- Manufactured Home Community District—property owner outreach for MHC district rezoning (Fall 2024)
- Land Development Code Update RFP
- Town Council Landscaping Subcommittee
- Telecommunication Antenna and Tower standards
- Develop Driveway Standards

New Business

Review of 2024 Council Strategic Goals

SHANNON TUCH, TOWN MANAGER

Council Strategic Priorities

- Established during the council annual retreat held on February 7, 2024
- Used professional facilitator
- Reviewed 2023 & discussed 2024 priorities

2024 Top Council Strategic Priorities

- Completing the Woodfin Greenway & Blueway Project!
- Town Hall redevelopment.
- Support affordable housing (research strategies, encourage new construction, maintain existing units)
- Update existing and identify new key policies.
- Develop meaningful reporting metrics for Police.
- Continue to implement Woodfin's SW management program.
- Grow & Improve Parks & Recreation facilities

Council Strategic Priorities – Check-in

Completing the Woodfin Greenway & Blueway Project!

- Riverside Park Expansion construction underway
- Actively seeking funding to close the gap for RSP-Improvement with two large grants applied for and pending decision:
  - BC Passive Recreation $3.01M
  - Great Trails $500K
- Regular website updates & social media posts
  - Video Series on construction progress

Council Strategic Priorities – Check-in

Town Hall redevelopment

- Feasibility study completed
- FY2025 budget sets aside $600K funds + $800K planned for next two fiscal years ($2.6M total in by July 1, 2026)
- Renovations to the Community Center nearing completion
- Maintained communication with adjacent property owner

Council Strategic Priorities – Check-in

Support affordable housing

- 150 units of affordable housing permitted through Conditional Zoning
- Working with ABCLT on securing permanently affordable housing in Woodfin
- Strengthen community partnerships with affordable housing developers
- Participate on affordable housing consortium/committee(s)
  - HOME Investment Partnership Program
  - LOS Housing Alliance

Council Strategic Priorities – Check-in

Support affordable housing – cont'd.

- Attend multiple trainings
- Organize meetings with COA and BC Community Development staff, and PODER Emma
- Updated Manufactured Housing standards and adopted new zoning overlay districts

Council Strategic Priorities – Check-in

Update existing and identify new key <u>policies</u>

- Updated the town's Personnel & Internal Communications policies
- Added Tuition Reimbursement and Street Acceptance policies
- Comprehensive update of Personnel Policy planned this fall

Council Strategic Priorities – Check-in

Update existing and identify new key ordinances

- Met w/ Buncombe County Building Safety Director re: minimum housing and unsafe buildings
- Updated manufactured housing standards
- Draft comprehensive update to the Table of Uses + Definitions
- Formed Landscape Subcommittee

- Draft RFP for comprehensive code update!

Council Strategic Priorities – Check-in

Develop meaningful reporting metrics for Police

- Began racial profiling data collection
- Collecting benchmarking data from other municipalities, as time allows

Council Strategic Priorities – Check-in

Continue to implement Woodfin's SW management program

- Initiated and completed first year of stormwater fee collection
- Working with BC on transitioning fee to the tax bill
- Completed highest priority stormwater repair(s)
- Developing an action plan for constructed wetland maintenance
- Draft RFP for priority stormwater repairs
- Updating impervious surface data

Council Strategic Priorities – Check-in

Grow & Improve Parks & Recreation facilities

- Riverside Park Expansion under construction, renovation of Riverside Park Improvement planned (pending funding)
- Hwy. 251 & Beaverdam Creek greenways planned & funded - construction planned for 2026
- Geneva Maney Park cleared for Woodfin Community Garden
- Re-graded and refreshed gravel walking path at Roy Pope (improvements to be coordinated w/ Town Hall redevelopment)
- Working with LOS on adding WiFi to Roy Pope Park.

Council Strategic Priorities – Check-in

Grow & Improve Parks & Recreation facilities – cont'd.

- Widened entry road & cost-share renovations of the community center
- Woodfin Bike-Ped Plan + Woodfin to WVL greenway feasibility underway
- Permit & initiate construction of Silver Line Park restrooms

Council Strategic Priorities – Check-in

Other

- Maintenance of town owned streets
- Expand multi-modal options in town
- Improve recruitment/retention in WOPD
- Foster community relationships
- Support Woodfin Elementary School & Woodfin Business Association

Council Strategic Priorities – Check-in

Next Six Months staff will focus on . . .

- Complete Riverside Park Expansion & close the gap for Riverside Park Improvement, amend contract
- Complete Silver Line Park restrooms & Geneva Maney waterline
- Initiate high priority stormwater infrastructure repairs
- Continue research and support for affordable housing
- Recruit Police Chief – continue support for WOPD
- RFP & consultant selection for comprehensive zoning code update
- Comprehensively update the town's Personnel policy

Community Partners – FY2025

Staff Recommendation:

Continue work towards advancing or completing the current 2024 priorities and revisit priorities this winter for 2025.

Community Partners – FY2025

Suggested Motion:

N/A (if not amending the priorities)

Community Partners Grant Program

SHANNON TUCH, TOWN MANAGER

Community Partners - Background

- Application process developed in 2022
- Grants awarded to applicants performing work in:
  - Education
  - Neighborhood & Community Development
  - Human Services
- Three grants awarded in 2023
- Resolution supporting ABCLT

Community Partners – FY2025

- $83,500 available
- Grants may be granted through a competitive application process, or can by-pass application and renew with existing grantees
  - $50K for Emergency Assistance (ABCCM)
  - $6K for non-food essentials (Catholic Charities)
  - $2500 for outdoor, river-based experiential science education @ Woodfin Elementary School (RiverLink)
- Additional funds ($25K) available for Emergency Home Repair

Community Partners – FY2025

- Resolution supporting ABCLT set aside $50K/year for four years for a total of $200K$50K $6K for non-food essentials (Catholic Charities)
  - Goal would be to secure matching funds ($400K total)
  - Average subsidy in 2023 = $100K+ per home
  - Average subsidy today is closer to $150K
- ABCLT is revising their ask to $150K for one or more homes in Woodfin
- Still seeking matching grants for more units in Woodfin

Community Partners – FY2025

- 2023 Resolution supporting ABCLT set aside $50K/year for four years for a total of $200K
  - Goal was to secure matching funds ($400K total)
  - Average subsidy in 2023 = $100K+ per home
  - Average subsidy today is closer to $150K
- ABCLT is revising their ask to $150K for one or more homes in Woodfin
- Still seeking matching grants for more units in Woodfin

Community Partners – FY2025

Staff Recommendation:

1) Renew funding commitments for the 2023 grantees at the same rate, for a period of one year;
2) Designate the remaining $25K for an Emergency Home Repair grant and investigate work occurring in the community
3) Approve a budget amendment in the amount of $150K from fund balance to the Community Partner Grant program; and
4) Authorize the Town Manager to enter into an agreement with ABCLT for $150K to subsidize one or more affordable homes in Woodfin.

Community Partners – FY2025

Suggested Motion: I move to …

1) Renew funding agreements with 2023 funding partners for the same amounts granted previously, for a period of one year.
2) Designate $25K for an Emergency Home Repair grant and identify existing emergency home repair programs in the area and return to council with more information.
3) Approve Budget Ordinance 2024-017 supporting the transfer of $150K from Fund Balance to the Community Partnership Grant Program, and
4) Authorize the Town Manager to enter into an agreement granting the ABCLT $150K to be used to secure permanently affordable housing in Woodfin.

Closed Session

Adjournment