Town Council Workshop Meeting Minutes

The Town Council regularly scheduled workshop held on Tuesday, December 9, 2025, at 6:00 p.m. in the Town Council Chambers at Town Hall, 30 S. Main Street, Weaverville, N.C.

1. Call to Order

Vice Mayor Chase called the meeting to order at 6:00 p.m.

Town Council Present: John Chase, Michelle Wood, Doug Jackson, Catherine Cordell, Peter McGuire, and Gary "Dee" Lawrence.

Absent (excused): Mayor Patrick Fitzsimmons and Town Manager Scottie Harris

Staff Present- Town Attorney Michael Frue, Assistant Town Manager Jennifer Jackson, Planning Director James Eller, Finance Director Tonya Dozier, Town Clerk Tamara Mercer, Community Center Manager Mike DeSerio, Police Chief Somer Oberlin, Interim Fire Chief Ron Davis, and A/V Coordinator Lauren Ward.

2. PUBLIC HEARING- Chapter 20 Code Amendments Land Use

Vice Mayor Chase opened the public hearing on proposed code text amendments to Chapter 20 Land Use.

Planning Director Eller reviewed the proposed code text amendments and recommendations:

a. Technical Changes for Legal Compliance
b. Technical Changes for Residential Signage
c. New R-6 Residential District
d. new R-10 Residential District

The recommendations address legal compliance with the newly enacted legislative changes under vested rights, elimination of waiting periods between development requests, minimum street standards, special use permits, governmental flag displays, and the signage regulations in residential districts. Also proposed are the creation of two new residential districts, both of which provide for single-family development on smaller lots. Mr. Eller provided hypothetical examples for an R-6 in a R-1 district scenarios and the process for permitting.

Attorney Frue stated an on-line public comment was provided to Town Council: Ms. Harmon-Freeman a Weaverville citizen stated she was in favor of the code amendments establishing new residential districts as presented.

No one elected to speak in-person and Vice Mayor Chase closed the public hearing.

3. Code Amendment-Chapter 20 Legal Compliance & Residential Signage

Planning Director Eller reiterated that the need for the code amendment was to remain compliant with recently enacted State law and a technical amendment related to signage in residential districts.

Motion to approve the Ordinance Amending the Weaverville Town Code Chapter 20 Concerning Legal Compliance and Technical Amendment Regarding Residential Signage as presented.

Moved by: Dee Lawrence

Aye *Peter McGuire, Doug Jackson, Michele Wood, Dee Lawrence, John Chase, and Catherine Cordell*

Carried unanimously. 6-0

4. Code Amendment-Chapter 20 New Residential Districts

Mr. Eller stated the current goals of the Comprehensive Land Use Plan (CLUP), last updated in January 2025, call for a review of residential uses for consistency and compatibility with policy directives. With that work the Planning Board recommends that Town Council consider the creation of two new residential districts, both of which attempt to provide for single family residential development on smaller lots with reduced minimum lot widths and reduced side yard setbacks.

The R-6 district would allow up to 6 units per acre with a 75-foot minimum lot width and setbacks of: 30 feet in front, and 10 feet in the rear and side.

The R-10 district would allow up to 10 units per acre with a 50-foot minimum lot width and the following setbacks: 30 feet in front, 10 feet in the rear, and 6 feet on the side.

The new residential districts were recommended as a way to potentially avoid conditional district zoning for residential projects that are seeking smaller lot sizes. They could also provide more consistent treatment among lots within the downtown area given that many lots are able to build on smaller lots under nonconforming lot provisions. If these new districts are adopted, they would not automatically be applied to any property within the Town but would be an available option for zoning through map amendments.

Town Council discussed primary residential district acreage and usage density in the downtown residential district, fire safety and 6-foot side setback, to which Mr. Eller said all development must meet fire code safety regulations and is applicable regardless of setbacks.

After further Town Council discussion regarding driveways and driveway requirements in downtown, and limits on driveway capacity and ingress and egress from one entry specific to common services, Vice Mayor Chase requested staff to return with illustration graphics or diagrams showing examples of these theoretical uses, and Mr. Eller noted that while Staff will provide that, to be aware it may not include all circumstances such as topography, blue-line streams, right-of-way's, new roads, and shared driveways. Mr. Eller explained standard parking space size, typical lot sizes and the 30-foot setback requirements.

The item was tabled in order to be brought before newly elected Town Council members.

5. Fire Engine Replacement

Interim Fire Chief Davis requested Town Council approve to replace a fire truck that caught fire in September as a result of a mechanical failure. The Town's insurance carrier has totaled the truck and will be paying the Town $232,500 for the claim. This money can be applied towards a replacement fire truck. There are limited opportunities to purchase fire trucks, but a Pierce Enforcer Custom Pumper is available through Atlantic Emergency Solutions with no money down and an estimated 5-month delivery time, therefore staff recommended approval of the request.

Motion to approve the purchase of the Pierce Enforcer Custom Pumper Fire Truck through Atlantic Emergency Solutions for $1,052,346.00

Moved by: Doug Jackson

Aye *Peter McGuire, Doug Jackson, Michele Wood, Dee Lawrence, John Chase, and Catherine Cordell*

Carried unanimously. 6-0

6. Recognition of Outgoing Mayor and Town Council Members

Certificates of recognition were presented to the following for their service to the Town of Weaverville:

Councilmember Doug Jackson
Councilmember Catherine Cordell
Councilmember Michele Wood

Since Mayor Fitzsimmons was unable to attend this meeting, he will be recognized at the November 17, 2025 meeting.

7. Adjournment

There being no further business and without objection, Vice Mayor Chase adjourned the meeting at 6:33 p.m. A social gathering followed.

Mayor, Gary D. Lawrence

Town Clerk, Tamara Mercer