BUNCOMBE COUNTY
PLANNING & DEVELOPMENT

Agenda
Buncombe County Planning Board
No Official Meeting Occurred 5/18/2026 Due to Lack of a Quorum
6/15/2026
9:30 am
35 Woodfin Street, basement Board Room, Asheville, NC 28801

1. Call to Order

2. Announcements – Nancy Waldrop

3. Announcements – Staff

4. Roll Call of Board Members

5. Approval of Agenda

6. Planning Minute Approvals:
    a. 4-20-2026 Minutes
7. Review of Meeting Notes for 5-18-2026

8. General Public Comment

9. **ZPH2026-00016 Street Name, Street Address, and Address Display Ordinance Text Amendment:** Buncombe County is proposing changes to Article II in Chapter 66 of the Buncombe County Code of Ordinances to clarify and modernize the ordinance and align it with current policy. This includes removing outdated references and definitions, adding new definitions, and aligning roadway naming procedures with current policy and practice.
    a. Staff Review of Changes
    b. Public Hearing
    c. Board Discussion
    d. Motion with Comprehensive Plan Consistency Statement and Vote

10. Adjournment

BUNCOMBE COUNTY
PLANNING & DEVELOPMENT

Minutes
Buncombe County Planning Board
April 20, 2026
35 Woodfin Street, Asheville, NC 28801

1) Call to Order

Chair Nancy Waldrop called the meeting to order at 9:44am
(Late start due to technical issues)

2) Announcements – Nancy Waldrop

- Chair Nancy Waldrop announced there will be one opportunity for public comment

3) Announcements – Staff

- Gillian Phillips of the Planning Department commented that the microphone situation will be resolved before next month's meeting
- Nancy Waldrop stated the agenda on the iPads were not accurate compared to the paper copies
- Ms. Phillips commented the paper agendas are the most recent

4) Roll Call of Board Members

- Board Members present were John Noor, Karl Koon, Kehn Kahn, Nancy Waldrop (chair), Alan Coxie, Liz Schillo, and Jay Marino

5) Approval of Agenda

- Mr. Koon motioned to approve, Mr. Noor seconded, and passed unanimously

6) Planning Minute Approvals:

- 3-16-2026 Minutes

Mr. Kahn motioned to approve, Mr. Coxie seconded, and passed unanimously

7) General Public Comment

- No public comment

8) **ZPH2026-00016** Street Name, Street Address, and Address Display Ordinance Amendment

   A. **Staff Presentation –** Mila White; Address Coordinator for Buncombe County
      - Ms. White stated the purpose of the amendment and presented the board with a PowerPoint summarizing the proposed text changes
   B. **Questions**
      - The board asked questions and these included:
        - When was the current ordinance adopted? Why are the sites to the state laws removed? Is there a specific item we (the board) should be focusing on?
      - Nancy Waldrop asked if the board agreed to move to a public hearing at next month's meeting
      - Mr. Koon motioned to move to a public hearing in May, the board agreed and passed unanimously

9) **Swannanoa Small Area Plan:** Planning Board Review of Policies and Actions

- Ms. Phillips presented the board with a PowerPoint of the Draft Policies and Actions
- The board and Ms. Phillips reviewed each Problem area, pausing for questions and/or comments. These areas included:
  - Hazards and Resilience
    - Questions asked: Do we have the Special Flood Hazard Area map? Are these actions being set in alignment with the new maps? When will the new flood maps be made? Do we have a similar map for wildfires? What is the cumulative 10-year look back period? How does this affect funding? Who is CAPE? Are you doing someone's due diligence when it comes to buying a piece of property and would you tell someone not to buy a piece of property? How much input does soil and water have? Why does it not refer to climate change? What risks do we run into by being more specific (regarding adding "climate change" to the plan).
    - Comments made: Flood mapping in NC is provided by FEMA. Each state has a map showing wildfire risks, City of Asheville has one too. The Planning Department is working on aligning the Comprehensive Plan with the Swannanoa Small Area Plan and hopes to use it as a template for surrounding areas. A lot of the actions presented are to make the public, including developers, more aware of the risks in the area; like landslides and flooding. The Planning Department already makes the public aware of any

overlays, like steep slope and protected ridge, as well as if there are any zoning restrictions. Words matter when it comes to community members, so this is our way of addressing it (regarding "climate change"). Ms. Phillips suggested adding "increasing storm events" to the policy. The Planning Department is also asking for funding for a consultant to review the current stormwater ordinances. FEMA is updating the flood maps in 2-3 years (per Nate Pennington). The Hazard Mitigation Plan is also being updated and aligns with these policies and actions. Ms. Phillips added contacting Emergency Services to increase the impact rating for the CWPP (Community Wildfire Protection Plan).

- Farms, Forests, and Conservation
  - Questions asked: Does the county have jurisdiction with riparian buffers?
  - Comments made: NC is Dylan's Law State so we must evaluate where we can require riparian buffers and what state limitations we have.
- Growth and Redevelopment Impacts
  - Questions: What does *impact* mean in this regard? Should we better define *impact* to the public?
  - Comments: New chapter and the only chapter that doesn't align with the Comprehensive Plan. Affordable housing comes from Federal money, meaning there are a lot of rules regarding how you can spend it and those federal tax breaks. These actions were built within the constraints of what we can do as a county and what the federal money allows us to do.
- Transportation and Connectivity
  - Questions asked: Will Riverlink own the Woodmen of the World property?
  - Comments made: We received a grant for infrastructure repair which is going towards sidewalks in Beacon Village. Additional funding is being applied to install sidewalks along US HWY 70 (a community and county priority). FANS (Friends and Neighbors of Swannanoa) have received funding and are doing a feasibility study for a greenway connecting from the Whitson Avenue area to Warren Wilson College. Additionally, Riverlink received funding from the NC Flood Blueprint to put a permanent conservation easement on the Woodmen of the World site. Closing on our first buyout properties, including some in Swannanoa, will be in May. In addition to everything above, the pedestrian plan is still going on along with the open space parks and the Greenway Plan.
- Future Land Uses
  - No questions or comments
- Economic Development

        - Questions: Can you clarify “Expedite SPR review”? Does that help with affordability? Does the walkable destination come directly from the input of the community? Are there any things we want to discourage?
        - Comments: The building plans are pre-approved plans to help create an ADU (accessory dwelling unit) and are essentially free building plans to help with costs. Certain uses are based off of zoning districts, and we do have those restrictions on data centers.
    - Health and Recreation
        - Section 2.1 and 2.1.1 are blank for now – working with Health and Human Services
        - No questions
        - Comments: The community of Swannanoa is very engaged in the rebuilding of Owen Park and really wants a voice in how they want their community to look after the storm.
    - Infrastructure and Energy
        - Questions: Are we requiring nature-based solutions?
        - Comments: North Carolina has a set of enabling legislation regarding what you can do for stormwater ordinance so it’s very hard to require anything out of the scope of the enabling legislation.
- Ms. Phillips stated the plan reviewed is in the first phase of revisions. The community will look at the policies and actions in May. When we present the draft plan, we’ll review the policies and actions again and make any necessary changes.
- The last engagement is planned in August for the draft plan itself, then the Planning Board will vote on the plan, and finally in September the commissioners will adopt it.
- Open Discussion/questions/comments:
    - Further discussion included the budget for the Swannanoa Small Area Plan, the resources available, the estimated time of completion, and what’s next after the plan gets adopted.
    - Next month will be E911 and the next ordinance for the board to look at and update will be the Watershed ordinance.
    - Downzoning Revision is still being watched
    - The Planning Department will continue to bring pieces of the ordinance that are “skirting around” the Downzoning limitation.

10) Adjournment

- Mr. Kahn motioned to adjourn, and Mr. Noor seconded. The meeting adjourned at 11:35am

BUNCOMBE COUNTY
PLANNING & DEVELOPMENT

Buncombe County Planning Board
Unofficial Meeting No Quorum-Meeting Notes
May 18, 2026
35 Woodfin Street, Asheville, NC 28801

1. Call to Order

   Chair Nancy Waldrop called the meeting to order at 9:45am

2. Announcements – Nancy Waldrop

   - Chair Nancy Waldrop announced in the absence of a quorum the board will not be conducting business today.

3. Announcements – Staff

   - No announcements

4. Roll Call of Board Members

   - Board Members present were Nancy Waldrop (chair), Anthony Coxie, Eric Robinson, and Liza Schillo

5. Approval of Agenda

   - Not enough members to approve

6. Planning Minute Approvals:

   - Not enough members to approve

7. General Public Comment

   - No comment

8. **ZPH2026-00016 Street Name, Street Address and Address Display Ordinance**
   - The board members present reviewed the ordinance and asked several questions. These included: How many streets do we have in Buncombe County? Does our ordinance prohibit special symbols for street signs? Do we allow non-English street names and how do we

handle those requests? Is there a better way to distinguish between streets that have duplicate names such as Cherry Street?

- In addition to questions regarding the E911 ordinance, other questions were asked. These included: Will the board see a draft plan for the Swannanoa Small Area Plan in July? Does the downzoning bill affect how properties are zoned? How does it affect 80% of the county's open use zoning district? Do the non-conformities have to conform or will they be grandfathered in? Can a group of property owners establish that they don't have non-conformities and then come forward and say every property in this area is in compliance with the existing zoning? Is there a sense of when any of this will pass? What are we looking at with Manufactured Home Parks?

9. Meeting ended at 10:08 am

Street Name, Street Address and Address Display Ordinance Text Amendment
Planning Board Draft
4/20/2026

ZPH2026-00016

~~Deletions~~
Additions

Chapter 66 – ~~STREETS~~ ROADWAYS, SIDEWALKS AND OTHER PUBLIC PLACES[1]

Footnotes:

--- (1) ---

Cross reference— Any ordinance establishing or prescribing street grades saved from repeal, § 1-10(13); buildings and building regulations, ch. 10; traffic and vehicles, ch. 74.

~~*State Law reference— Roads and bridges, G.S. 153A-239 et seq.*~~

ARTICLE II. – ~~STREET~~ ROADWAY NAMES AND ~~STREET~~ ADDRESSES[2]

Footnotes:

--- (2) ---

Cross reference— Any ordinance naming any street or public way in the county saved from repeal, § 1-10(6).

~~*State Law reference— Authority to name roads and assign street numbers, G.S. 153A-240.*~~

Sec. 66-26. - Title of article.

This article shall be known and may be cited as the "~~Street~~ Roadway Name, ~~Street~~ Address and Address Display Ordinance of Buncombe County, North Carolina."

(Ord. No. 20351, art. 2, 11-30-93)

Sec. 66-27. - Intent of article.

The purpose and objectives for which this article is adopted and enacted are as follows:

(1) Provide a uniform system of assigning ~~street~~ addresses throughout the county.

(2) Facilitate provision of adequate public safety and emergency response services.

(3) Minimize difficulty in locating buildings for public service agencies and the general public.

(Ord. No. 20351, art. 1, 11-30-93)

Sec. 66-28. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Address means the combination of numbers and roadway names assigned by the county that identifies a particular building, utility, or lot.

~~*BCMSAL (Buncombe County Master Street Address List)* means the official listing of all streets and roads within the county.~~

Driveway means a private way of passage giving access to a lot from a roadway and serving not more than two structures. A driveway serving more than two structures shall be considered a roadway.

End point means a point at either end of a ~~street~~ roadway where the ~~street~~ roadway either begins or ends.

Plat means a map representing a lot, parcel, or a tract of land showing the boundaries and location of ~~streets~~ roadways, rights-of-way, easements, and other ways of passage, and other information required by this article.

Point of origin means:

(1) For dead-end streets, the point of origin is located at the end point from which the street emanates.

(2) For all streets which are not dead-end streets, the point of origin shall be the end point of the street closest to the center of the intersection of Patton Avenue and Broadway Street.

(3) Where the point of origin is questionable and for all other conditions not defined in subsections (1) and (2) of this definition, the determination of the point of origin is left to the discretion of the street address administrator.

Roadway means any street, road, highway, driveway, right-of-way, thoroughfare or other way of passage serving more than two structures.

~~*Street a*~~*Address administrator* means an official or designated person of the county responsible for the administration of this article.

~~*Street A*~~*ddress number* means the address number assigned to a lot, property, utility, emergency location, or building by the ~~street~~ address administrator.

~~*Street naming and numbering proposal* means a proposal submitted to the street address administrator prior to subdividing and recording subdivided parcels.~~

(Ord. No. 20351, art. 3, 11-30-93)

Cross reference— Definitions generally, § 1-2.

Sec. 66-29. - Enforcement.

(a) No building permit shall be issued until an official ~~street~~ address has been assigned to the lot.

(b) Power shall not be released nor shall a certificate of occupancy be issued until the assigned ~~street~~ address number has been properly displayed in accordance with section 66-32.

(c) Owners or occupants of buildings already constructed, which do not comply with ~~street~~ address display requirements described in this article, will be notified by registered or certified mail and requested to meet these requirements within 60 days from the date of notification. A warning notice will be issued after 60 days if the requirements have not been met. If the owner or occupant does not comply voluntarily with this article within 30 days of the delivery of the warning notice by registered or certified mail, or by hand delivery, a ~~$25.00~~ $100.00 civil penalty shall be assessed.

(d) The ~~street~~ address administrator shall have the authority to issue warning notices, to collect civil penalties and to coordinate the enforcement activities of this article.

(Ord. No. 20351, art. 7, 11-30-93)

Sec. 66-30. – ~~Street~~ Roadway names.

(a) ~~*On file.* The street roadway names listed in the BCMSRAL kept on file with the county planning department, are hereby declared the official names of streets roadways in the county, unless hereafter changed by action of the county board of commissioners.~~

(b) *Determination of need for roadway names, driveway names, and name changes.* The ~~street~~ address administrator is hereby authorized to determine the need for ~~street~~ roadway names, driveway names, and name changes to maintain E911 standards and to ~~recommend~~ facilitate such additions or changes ~~to the county board of commissioners~~ for both private and public ~~streets~~ roadways and driveways ~~outside the jurisdiction of any municipality~~ within the county and its jurisdiction.

(c) ~~*Public hearing.* A public hearing is required and shall be held before the naming or renaming of a street or road roadway is official in accordance with G.S. 153A-240.~~

(d) *Duplication.* There shall be no assignment of duplicate ~~street~~ roadway names. ~~Street~~ Roadway names should not closely approximate phonetically the name of any ~~street~~ roadway within the county, irrespective of the use of a suffix (street, avenue, boulevard, drive, place, court, etc.).

(e) *Extensions of existing ~~streets~~ roadways.* Where proposed ~~streets~~ roadways are the extension of existing ~~streets~~ roadways, the existing ~~street~~ roadway names shall be used.

Sec. 66-31. - ~~Street~~ Roadway addresses.

(a) *Duties of ~~street~~ address administrator.* The ~~street~~ address administrator is hereby authorized to:

(1) Assign ~~street~~ addresses on ~~streets~~ roadways which are not presently addressed; and

(2) Resolve conflicts in numbers, assign and reassign numbers, or propose any changes which are deemed necessary ~~and in accordance with G.S. 153A-240~~.

(b) Inclusions and exclusions. ~~Street A~~ddressing includes the assignment of ~~street~~ numbers to residences, businesses, and other structures, as well as utilities, emergency locations and other property within the county and its ~~outside the~~ jurisdiction ~~of any municipality within the county~~. It shall not include the assignment of numbers to interior offices and rooms in

existing or future houses, buildings and other structures. Unit numbering includes the assignment of unit numbers to offices, apartment buildings, strip malls, and multifamily residential and commercial. Unit numbering does not include assignment of numbers to hotels or hospitals.

(c) Assignment procedures. Addresses shall be assigned to buildings and property according to the following procedures:

(1) Address numbers shall follow in numerical sequence from low to high, beginning at the point of origin of the ~~street~~ roadway.

(2) For all address assignments, beginning at the ~~street's~~ point of origin, even numbers shall be assigned on the left side of the ~~street~~ roadway and odd numbers shall be assigned on the right side of the ~~street~~ roadway.

(3) Allowances shall be made for vacant properties in order that numbers may be assigned to future structures on such properties. For all new ~~streets and roads~~ roadways and all ~~streets~~ roadways receiving new ~~street~~ addresses, two numbers shall be assigned~~, one on either side of the street,~~ at 50-foot intervals.

(4) The ~~street~~ address administrator will have the right to authorize and approve alternate methods of ~~street~~ address numbering which meet the intent of this article when strict adherence to these standards cannot reasonably be met, such as in higher density developments.

(d) ~~New street naming and numbering; proposal.~~ ~~For all subdivisions where new streets are proposed, a street naming and numbering proposal shall be submitted to the street address administrator for approval before any property can be subdivided and recorded. The proposal shall include:~~

New roadway naming and numbering procedure. For all subdivisions where new roadway names are required, proposed names shall be submitted for approval by the applicant. Once the roadway names are approved and returned to the applicant, a site plan shall be submitted showing the roadways labeled with the approved roadway names and designating the proposed lots. Preassigned house numbers shall be assigned for each lot to be included on the recorded plat.

~~(1) A scaled plat of the overall tract illustrating street layout;~~

~~(2) The name proposed for each street identified on the map;~~

~~(3) The proposed address scheme for the subdivision identified on the map; and~~

~~(4) An alphabetical list of the proposed street names, together with an alternate name for each name proposed.~~

~~The street address administrator will review the proposed street naming and numbering proposal for duplicate names, appropriateness of names, and for overall compliance with the street naming and numbering policy and make a recommendation to the county commissioners to accept or deny the proposal. Approved street names and addresses shall be included in the final plat submitted for recordation.~~

(e) For all presently unnamed ~~streets or roads~~ roadways, whenever there is a need to name said ~~street or road~~ roadway for 911 purposes the procedure shall be as follows:

(1) The ~~street~~ address administrator shall send by certified mail a notice to all property owners of parcels through which the unnamed roadway runs and parcels serviced by ~~on~~ the unnamed ~~street or road~~ roadway informing them of the need to name said ~~street or road~~ roadway, and of their right to select a name for the ~~street or road~~ roadway within 30 days;

(2) If within 30 days of the sending of said notice, the ~~street~~ address administrator receives a petition signed by the majority of the responding property owners stating a preference for the name, the ~~street or road~~ roadway shall be named accordingly unless the chosen name is already in use for another ~~street or road~~ roadway within the county regardless of roadway suffix (Rd, Ln, Dr, etc.) and in accordance with section 66-30, or is otherwise objectionable as determined by the address administrator. Objectionable names include but are not limited to names with special characters/symbols, unconventional spellings, offensive language, and any which are like-sounding or otherwise too similar to existing roadway names. Owners of multiple parcels on the road in question shall have only one vote for the purpose of determining a majority;

(3) In the event the name chosen by the property owners is already in use or otherwise objectionable, the ~~street~~ address administrator shall notify the property owners that the name they have selected cannot be used and the process specified in the foregoing paragraphs (1) and (2) shall be repeated;

(4) That in the event the property owners shall fail to respond to the ~~street~~ address administrator's notice within 30 days, or there is no majority among responding property owners, the ~~street~~ address administrator shall be authorized to choose a name for the ~~street or road~~ roadway.

Sec. 66-32. - Display of ~~street~~ address numbers.

(a) It shall be the duty of every owner or occupant of a house, building or mobile home to erect or cause to be erected the assigned ~~street~~ address number of the property so that the location can be easily identified from the ~~street~~ roadway. Rural route box numbers shall be substituted for ~~street~~ address numbers only in areas where ~~street~~ addresses have not been assigned.

(b) The official ~~street~~ address number shall be displayed on the front of or at the entrance to the structure so as to be clearly legible from the ~~street~~ roadway on which the property fronts.

(c) If the structure is situated so that reasonably sized numerals cannot be clearly seen from the ~~street~~ roadway, the address number shall also be displayed at the end of the driveway or easement nearest the ~~street~~ roadway which provides access to the building.

(d) Numerals indicating the address number of a single-family dwelling shall be at least three inches in height, shall be in a contrasting color to the background on which they are applied and shall be posted and maintained so as to be legible from the ~~street~~ roadway.

(e) Numerals for multiple dwelling units and nonresidential buildings shall be at least six inches in height, shall be in a contrasting color to the background on which they are applied and shall be placed on the front of the building facing the ~~street~~ roadway or on the end of the building nearest the ~~street~~ roadway.

(f) ~~Street a~~Address numbers of all mobile home lots must be clearly displayed on each lot so as to be legible from the ~~street or service street~~ roadway.

PLANNING BOARD'S WRITTEN RECOMMENDATION TO THE BUNCOMBE COUNTY BOARD OF COMMISSIONERS TO APPROVE APPLICATION ZPH2026-00016 REQUESTING AN AMENDMENT TO THE OFFICIAL STREET NAME, STREET ADDRESS AND ADDRESS DISPLAY ORDINANCE

WHEREAS, the Planning Board for Buncombe County has reviewed and discussed a proposed text amendment (ZPH2026-00016) and held a public hearing for an amendment to The Buncombe County Street Name, Street Address and Address Display Ordinance. The Board considered an amendment to Chapter 66 of the Buncombe County Code of Ordinances. The amendment proposes to make defined terminology more consistent, align ordinance with current policy, clarify standards language, and add clarifying definitions.

WHEREAS, the Street Address Administrator and Zoning Administrator certified that notices of the meeting of the Buncombe County Planning Board at which the proposed amendment was considered have been properly emailed to members of the Planning board and public notice of the meeting has been properly published in a newspaper having general circulation in the County.

WHEREAS, in accordance with North Carolina General Statutes and with the provisions set forth in Division 8 of Chapter 78, Article VI and Sec. 58-15 of the Buncombe County Code of Ordinances, the Planning Board duly advertised and held a public hearing to consider the proposed amendment; and

WHEREAS, pursuant to Buncombe County Code of Ordinances Sec. 78-717 and Sec. 58-15 and N.C. Gen. Stat. § 160D-604(d), the Planning Board has advised and commented on whether the proposed amendment is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable and has provided a written recommendation to the board of county commissioners concerning the same (said written recommendation, which is incorporated herein by reference, is attached hereto as "Exhibit B"); and

WHEREAS, the Planning Board recommends that the Buncombe County Board of Commissioners **APPROVE** the proposed text amendment by a vote of ____**to**____.

NOW, THEREFORE, THE BUNCOMBE COUNTY PLANNING BOARD HEREBY RECOMMENDS AS FOLLOWS:

1. The Planning Board recommends that the Buncombe County Board of Commissioners **APPROVE** the proposed text amendment as presented in Exhibit A.

Read, approved, and adopted this the 15th day of June 2026.

ATTEST

_____
Ileya Neville, Clerk

APPROVED AS TO FORM

_____
County Attorney

PLANNING BOARD FOR THE
COUNTY OF BUNCOMBE

BY_____

Nancy Waldrop, Chair

Consented to (**YES/NO**):

Planning Board Members:

Nancy Waldrop, Chair -
John Noor -
Tim Collins -
Ken Kahn -
Eric Robinson -
Alan Coxie -
Jay Marino -
Karl Koon –
Liza Schillo -

Exhibit B

PLAN CONSISTENCY STATEMENT

STREET NAME, STREET ADDRESS AND ADDRESS DISPLAY ORDINANCE AMENDMENT
CONSISTENT WITH PLAN

Pursuant to N.C. Gen. Stat. §160D-604(d) the Buncombe County Planning Board hereby approves and adopts the Plan Consistency Statement amendment to Chapter 66 (Street Name, Street Address and Address Display Ordinance) of the Buncombe County Code of Ordinances. The amendment proposes to make defined terminology more consistent, align ordinance with current policy, clarify standards language, and add clarifying definitions.

The proposed text amendment is consistent with the Buncombe County 2043 Comprehensive Plan in that the text amendment:

Hazards & Resilience

Policy 2: Align emergency response with the Regional Hazard Mitigation Plan and Hazard Vulnerability Assessment.

Relevant *policy objectives* include addressing geographic-based disparities, understanding where the most vulnerable populations are located in order to better prioritize emergency responses, and continued measurement of emergency response times.

Infrastructure & Energy

Policy 2: Plan for the long-term sustainability of public services.

Relevant *policy objectives* include coordinating services with population growth which will bring challenges in response and capacity… Levels of service should align with the needs of the community based on population density.

Therefore, the requested text amendment would be **reasonable and in the public interest**.

Approved and adopted this the 15th day of June 2026.

ATTEST

_____
Ileya Neville, Clerk

PLANNING BOARD FOR THE
COUNTY OF BUNCOMBE

BY_____
Nancy Waldrop, Chair