CITY OF HENDERSONVILLE
CITY COUNCIL REGULAR MEETING
Operations Center–Assembly Room | 305 Williams St. | Hendersonville, NC 28792
Wednesday, January 07, 2026 – 5:45 PM

AGENDA

1. **CALL TO ORDER**

2. **INVOCATION AND PLEDGE OF ALLEGIANCE TO THE FLAG**

3. **PUBLIC COMMENT** - *Up to 15 minutes is reserved for comments from the public not listed on the agenda.*

4. **CONSIDERATION OF AGENDA**

5. **CONSENT AGENDA** - *Items are considered routine, noncontroversial in nature and are considered approved by a single motion and vote.*

   A. Approval of City Council Minutes - *Jill Murray, City Clerk*

      December 4, 2025

   B. Approval of Vehicle & Equipment Management Policy and Procedure - *Caitlyn Gendusa, Public Works Superintendent Sustainability Manager*

   C. The City of Hendersonville is requesting approval to submit an application for the PARTF Helene Recovery Fund grant program. - *Blake Fulgham, Management Analyst II*

   D. The City of Hendersonville seeks approval to apply for the Federal Transit Administrations Enhanced Mobility of Seniors and Individuals with Disabilities Program (Section 5310). - *Blake Fulgham, Management Analyst II*

   E. January 2026 Budget Amendments – *Jennifer Floyd, Management Analyst*

   F. Monthly Property Tax Collector's Report -*Tammy Heide, Deputy Tax Collector*

      SUMMARY:

      Monthly Property Tax Collector Report

      Pursuant to N.C.G.S. § 105-350(7), it is the duty of the tax collector to submit to the governing body at each of its regular meetings a report of the amount collected on each year's taxes with which is charged, the amount remaining uncollected, and the steps taken to encourage or enforce payment of uncollected taxes.

      Attached is the month-end report for collections, refunds, and releases (current and prior years), provided by the Henderson County Tax Collector. The tax department is using all collection remedies as provided by general statute to collect delinquent taxes

6. PRESENTATIONS

A. Introduction of employees who graduated from the fire academy on December 4, 2025

B. Fiscal Year 2025 Audit Presentation – *Krystal Powell, Finance Director*

C. Leading For Results Graduate Recognition – *Brian Pahle, Deputy City Manager*

D. Environmental Sustainability Board's Hendo Green Partnership Program - *Jill Carter, Board Member*

7. PUBLIC HEARINGS

A. Rezoning: Conditional Zoning District – LEO at Hendersonville (25-48-CZD) – *Sam Hayes – Planner II*

8. NEW BUSINESS

A. Ratification of Property Purchase from Housing Assistance Corporation – *John Connet, City Manager*

B. Request to approve Safety City Concept for Rosa Edwards Park – *Mayor Pro Tem Hensley and John Connet, City Manager*

9. BOARD AND COMMISSION APPOINTMENTS

A. Appointment of Bicycle Plan Steering Committee - *Blake Fulgham, Management Analyst II*

10. CITY MANAGER REPORT - John F. Connet, City Manager

A. December 2025 Contingency and Adjustment Report – *John Connet, City Manager*

11. CITY COUNCIL COMMENTS

12. CLOSED SESSION

A. Closed Session – *John Connet, City Manager*

13. ADJOURN

The City of Hendersonville is committed to providing accessible facilities, programs and services for all people in compliance with the Americans with Disabilities Act (ADA). Should you need assistance or an accommodation for this meeting please contact the City Clerk no later than 24 hours prior to the meeting at 697-3005.

MINUTES

December 4, 2025

REGULAR MEETING OF THE CITY COUNCIL

CITY OPERATIONS CENTER | 305 WILLIAMS ST. | 5:45 p.m.

Present: Mayor Barbara G. Volk, Mayor Pro Tem Dr. Jennifer Hensley, and Council Members: Lyndsey Simpson, Melinda Lowrance & Gina Baxter

Staff Present: City Manager John Connet, Deputy City Manager Brian Pahle, City Clerk Jill Murray, City Attorney Angela Beeker, Budget & Evaluation Director Adam Murr, Communications Director Allison Justus and others.

1. CALL TO ORDER

Mayor Volk called the meeting to order at 5:45 p.m. and welcomed those in attendance. A quorum was established with all members in attendance.

2. INVOCATION AND PLEDGE OF ALLEGIANCE TO THE FLAG

The City Council observed a moment of silence for prayer or reflection followed by the Pledge of Allegiance to the Flag.

3. PUBLIC COMMENT *Up to 15 minutes is reserved for comments from the public not listed on the agenda.*

Ken Fitch spoke about the city's beloved Public Works Department and gave them praise for how hard they work even in the frigid cold weather and how invaluable their service is to all of us. He also wished Communications Director Allison Justus a happy birthday.

Brett Werner works for the State of South Carolina and is on the City's Board of Adjustment and he spoke about several things: He thanked Council for the Boards & Committees dinner last month, congratulated them on the Strategic Housing Plan, he congratulated Matt Capps on his achievement and Matt Manly for receiving the outstanding plan award. He also brought up Whitmire and asked that Council do what they can to keep shuffleboard there. It brings people to our community and revenue to the city. For Patton Park, he added that he hopes it will have both a skate park and a pump track. He mentioned the interlocal agreement with the county and thinks it is a great opportunity for the city to extend an olive branch to get it in place.

4. CONSIDERATION OF AGENDA

City Manager John Connet asked to add another item (an award for Mayor Volk) under Presentations as Item A. Council Member Lyndsey Simpson moved that City Council approve the agenda as amended. A unanimous vote of the Council followed. Motion carried.

5. CONSENT AGENDA

Council Member Melinda Lowrance moved that City Council approve the consent agenda as presented. A unanimous vote of the Council followed. Motion carried.

A. Adoption of City Council Minutes – *Jill Murray, City Clerk*
November 6, 2025 Regular Meeting

B. Resolution to Accept Portion of East Allen Street into the City Street Maintenance System – *Daniel Heyman, Assistant City Attorney*

Resolution #R-117

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL AUTHORIZING ACCEPTANCE OF A PORTION OF EAST ALLEN STREET INTO THE CITY STREET SYSTEM

WHEREAS, Plaza in the Mountains Homeowner Association, formerly the 350 East Allen Condominium Association, (hereinafter the "Plaza Association") is the Declarant of the Plaza in the Mountains Condominium, pursuant to that Declaration recorded in Deed Book 1527 at page 47 of the Henderson County registry and as subsequently amended (hereinafter the "Declaration"); and

WHEREAS, the Plaza Association is the owner of that property described in that Deed recorded in Deed Book 1527 at page 43 of the Henderson County registry, having PIN 9568-96-2906 and being located at 350 E Allen Street (hereinafter the "Plaza Property"); and

WHEREAS, the Plaza Association has certified that the non-public portion of East Allen Street, being a 50' right-of-way shown on that Condominium Plat recorded in Condominium Cabinet A at Slide 471A of the Henderson County registry, is owned by the Plaza Association and it is free of any encumbrances or liens; and

WHEREAS, The Plaza Association, has dedicated for public use, and requested the City of Hendersonville accept for maintenance, the right-of-way of East Allen Street.

WHEREAS, The City has agreed to accept the dedication of East Allen Street as a City street.

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Hendersonville resolves that:

1. The right-of-way identified as "East Allen Street" shown on the plat recorded in Condominium Cabinet A at Slide 471A (Condominium Book 100 Slide 471A) of the Henderson County registry, shall be accepted into the City of Hendersonville's street system.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Memorandum of Agreement with NCLM for Disaster Recovery Services – *Adam Murr, Budget & Evaluation Director*

Resolution# R-25-118

RESOLUTION TO APPROVE DISASTER RECOVERYMEMORANDUM OF AGREEMENT WITH NORTH CAROLINA LEAGUE OF MUNICIPALITIES

WITNESSETH:

WHEREAS, the Disaster Recovery Acts of 2024 and 2025 (SL 2024-51; SL 2024-53; SL 2025-26) provided the League with grant funds provided by the State of North Carolina. Pursuant to this legislation, the League received grant funds through agreements (Grant Agreements) with the North Carolina Office of State Budget and Management (OSBM). The State of North Carolina may provide additional grant funds through future legislative acts which may fund services provided under this Agreement.

WHEREAS, the Grant Agreements (OSBM Grants) enable the League to provide its municipal members with Disaster Recovery Services, including technical assistance for Hurricane Helene recovery efforts.

WHEREAS, the OSBM Grants are the source of funding for services described in the Disaster Recovery Memorandum of Agreement with the League, which is attached hereto as Exhibit A.

WHEREAS, municipalities wishing to receive such services are required to execute the Disaster Recovery Memorandum of Agreement.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD/COUNCIL OF THE VILLAGE/TOWN/CITY/TOWN OF HENDERSONVILLE:

1. That the Disaster Recovery Memorandum of Agreement is hereby approved.

2. That the Manager/Clerk is authorized to execute the attached Memorandum of Agreement (or one substantially equivalent thereto) and such other agreements and actions as necessary in accordance with the League's Disaster Recovery Services funded by the OSBM Grants defined herein.

Adopted, this the 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

D. Adoption of Strategic Housing Plan – *Angela Beeker, City Attorney*

E. Reclassification of the ERP Business Analyst position to Software Developer position – *Jennifer Harrell, HR Director*

F. Resolution to Appoint Designated Agent for a Hazard Mitigation Grant Program Application to Support the Wastewater Treatment Facility Flood Mitigation Project - *Devin Owen, Utilities Engineer*

Resolution # R-25-120

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO SUPPORT THE WASTEWATER TREATMENT FACILITY FLOOD MITIGATION PROJECT BY AFFIRMING PROJECT ALIGNMENT WITH THE SOUTH MOUNTAINS REGIONAL HAZARD MITIGATION PLAN

WHEREAS, the City owns and operates a Wastewater Treatment Facility that has a current permitted capacity of 4.8 million gallons per day; and

WHEREAS, the City of Hendersonville has need for and intends to complete a Wastewater Treatment Facility Flood Mitigation project; and

WHEREAS, Section 322 of the Federal Disaster Mitigation Act of 2000 states that local governments must develop an All-Hazards Mitigation Plan in order to be eligible to receive future Hazard Mitigation Grant Program Funds and other disaster-related assistance funding and that said Plan must be updated and adopted within a five-year cycle; and

WHEREAS, the City of Hendersonville intends to apply for the FEMA Hazard Mitigation Grant Program as a sub-applicant to the State of North Carolina; and

WHEREAS, the City of Hendersonville is a participating jurisdiction in the South Mountains Regional Hazard Mitigation Plan which was approved by FEMA on May 21st, 2025, and adopted by the City of Hendersonville on July 2nd, 2025; and

WHEREAS, a key principle of the Hazard Mitigation Grant Program is for applying projects to align with the approved Hazard Mitigation Plan; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that:

1. The Wastewater Treatment Facility Flood Mitigation Project is in alignment with the FEMA approved South Mountains Regional Hazard Mitigation Plan.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

G. Approval of Utility Revenue Manager, Utility Billing Team Leader, and Customer Service Team Leader Positions - *Krystal Powell, Finance Director*

H. Property Tax Pending Releases and Refunds - *Tammy Heide, Deputy Tax Collector*

I. Resolution to Support the Wastewater Treatment Facility Flood Mitigation Project by affirming project alignment with the South Mountains Regional Hazard Mitigation Plan - *Devin Owen, Utilities Engineer*

Resolution # R-25-120

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO SUPPORT THE WASTEWATER TREATMENT FACILITY FLOOD MITIGATION PROJECT BY AFFIRMING PROJECT ALIGNMENT WITH THE SOUTH MOUNTAINS REGIONAL HAZARD MITIGATION PLAN

WHEREAS, the City owns and operates a Wastewater Treatment Facility that has a current permitted capacity of 4.8 million gallons per day; and

WHEREAS, the City of Hendersonville has need for and intends to complete a Wastewater Treatment Facility Flood Mitigation project; and

WHEREAS, Section 322 of the Federal Disaster Mitigation Act of 2000 states that local governments must develop an All-Hazards Mitigation Plan in order to be eligible to receive future Hazard Mitigation Grant Program Funds and other disaster-related assistance funding and that said Plan must be updated and adopted within a five-year cycle; and

WHEREAS, the City of Hendersonville intends to apply for the FEMA Hazard Mitigation Grant Program as a sub-applicant to the State of North Carolina; and

WHEREAS, the City of Hendersonville is a participating jurisdiction in the South Mountains Regional Hazard Mitigation Plan which was approved by FEMA on May 21st, 2025, and adopted by the City of Hendersonville on July 2nd, 2025; and

WHEREAS, a key principle of the Hazard Mitigation Grant Program is for applying projects to align with the approved Hazard Mitigation Plan; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that:

1. The Wastewater Treatment Facility Flood Mitigation Project is in alignment with the FEMA approved South Mountains Regional Hazard Mitigation Plan.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

J. FY25 System Development Fee Capital Reserve Fund Ordinance Amendment - *Adam Murr, Budget & Evaluation Director*

Ordinance #O-25-58

ORDINANCE AMENDMENT TO
CAPITAL RESERVE FUND ORDINANCE #O-24-28

AN ORDINANCE SETTING CAPITAL RESERVE GUIDELINES FOR THE CITY OF HENDERSONVILLE, NORTH CAROLINA FOR THE YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025

WHEREAS, under North Carolina General Statute (NCGS) §159-18 the City of Hendersonville is authorized to establish and maintain a capital reserve for any purposes for which bonds may be issued; and,

WHEREAS, the capital reserve fund will be used in conjunction with a multi-year capital improvement program to be reviewed annually during the budget process; and,

WHEREAS, North Carolina General Statute §162A Article 8 (d) requires system development fee revenues be accounted for by means of a capital reserve fund; and,
WHEREAS, the City of Hendersonville adopted Capital Reserve Fund Ordinance #O-24-28 on June 6, 2024 to account for capital project funding and system development fee revenues; and,

WHEREAS, the City of Hendersonville is amending Capital Reserve Fund Ordinance #O-24-28 to account for additional system development fee proceeds received during the fiscal year beginning July 1, 2024, and ending June 30, 2025 (FY25) and is appropriating a certain amount to maintain a balanced budget; and,

WHEREAS, the City Council deems it is in the best interest of the citizens of Hendersonville to maintain a water & sewer capital reserve to fund future capital improvements; and,
THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HENDERSONVILLE, NORTH CAROLINA:

SECTION 1: That the following Water & Sewer System Development Fee revenues were collected from July 1, 2024, through June 30, 2025 (FY25) and are to be transferred from the Water & Sewer Operating Fund (060) to the Water & Sewer Capital Reserve Fund (459):

Description	Amount
FY25 Water System Development Fee Revenues	**($143,269)**
FY25 Sewer System Development Fee Revenues	**($32,211)**
FY25 TOTAL System Development Fee Revenues	**($175,480)**

SECTION 2: That the City Council of the City of Hendersonville hereby maintains a Capital Reserve Fund (CRF) for the purpose of saving for, and funding future water and sewer infrastructure improvement projects related to system expansion and system rehabilitation:

RESERVE FOR WATER CAPITAL IMPROVEMENT PROJECTS: Reserve funds for the purpose of funding water infrastructure-related system expansion and system rehabilitation capital improvement projects that are considered eligible for cost through system development fees. Projects considered eligible in this category are:

- Current and future water line rehabilitation and improvement projects.
- Current and future water treatment facility rehabilitation and improvement projects.
- Current and future water pump facility rehabilitation and improvement projects.
- Annual debt service on water capital projects.
- Funding to support debt service coverage requirements.

RESERVE FOR SEWER CAPITAL IMPROVEMENT PROJECTS: Reserve funds for the purpose of funding sewer infrastructure-related system expansion and system rehabilitation capital improvement projects that are considered eligible for cost through system development fees. Projects considered eligible in this category are:

- Current and future sewer line rehabilitation and improvement projects.
- Current and future sewer treatment facility rehabilitation and improvement projects.
- Current and future sewer pump facility rehabilitation and improvement projects.
- Annual debt service on sewer capital projects.
- Funding to support debt service coverage requirements.

Description	Amount
FY25 Water System Development Fee Appropriation	**$0**
FY25 Sewer System Development Fee Appropriation	**$0**
FY25 TOTAL System Development Fee Appropriation	**$0**
FY25 Available System Development Fee Appropriation	**$175,480**

No FY25 system development fee revenues are appropriated to projects at this time; all FY25 revenues shall remain reserved for future eligible capital improvements in accordance with North Carolina General Statutes §159-18 and §162A-209.

SECTION 3: That the Capital Reserve Fund (CRF), as amended, shall remain effective until all eligible current and future projects are completed or when no balance remains; and, the CRF may be amended by the City Council of the City of Hendersonville as needed to add, modify, or eliminate projects and appropriations.

SECTION 4: That the amended Capital Reserve Fund Ordinance shall become effective and binding upon adoption by the City Council of the City of Hendersonville.

Passed and adopted at the regular meeting of the City Council of the City of Hendersonville, North Carolina, held this 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

K. Monthly Property Tax Collector's Report - *Tammy Heide, Deputy Tax Collector*

L. December Project Ordinances and Reimbursement Resolutions – *Jennifer Floyd, Management Analyst*

Resolution #R-25-121

HENDERSONVILLE, NORTH CAROLINA
DECLARATION OF OFFICIAL INTENT TO REIMBURSE

BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina, this declaration (the "Declaration") is made pursuant to the requirements of the United States Treasury Regulations Section 1.150-2 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section.

The undersigned is authorized to declare the official intent of HENDERSONVILLE, North Carolina (the "Issuer") with respect to the matters contained herein.

Expenditures to be Incurred. The Issuer anticipates incurring expenditures (the "Expenditures") for EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE 7TH AVE SIDEWALK AND STORMWATER DRAINAGE RESTORATION PROJECT (#HEL01), ORDINANCE #O-25-59 (the "Project(s)").

Plan of Finance. The Issuer intends to finance the costs of the Project(s) with the grant revenue to be issued by the Issuer (the "Borrowing"), the interest on which is to be excluded from gross income for Federal income tax purposes.

Maximum Principal Amount of Debt to be Issued. The maximum principal amount of the Borrowing to be incurred by the Issuer to finance the Project is $946,000.

Declaration of Official Intent to Reimburse. The Issuer hereby declares its official intent to reimburse itself with the proceeds of the Borrowing for any of the Expenditures incurred by it prior to the issuance of the Borrowing.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Ordinance #O-25-59

GRANT PROJECT ORDINANCE FOR THE EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE 7TH AVENUE E SIDEWALK AND STORMWATER DRAINAGE RESTORATION PROJECT, #HEL01

BE IT ORDAINED by the Governing Board of the City of Hendersonville, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1: The project authorized is a City project described as the 7th Avenue East Sidewalk and Stormwater Drainage Restoration project, #HEL01.

Section 2: The following amounts are appropriated for the project(s):

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
410	1014	555002	HEL01	Capital Outlay–CIP	$946,000
				Total Project Appropriation	**$946,000**

Section 3: The following revenues are anticipated to be available for the project(s):

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
410	0000	420050	HEL01	Grant Revenue (SmBiz)	($946,000)
				Total Project Appropriation	**($946,000)**

Section 4: The Finance Director is hereby directed to maintain within the General Fund and Governmental Capital Project Fund sufficient specific detailed accounting records to satisfy the disclosure requirements of all the contractual agreements, if applicable.

Section 5: Funds may be advanced from the General Fund and Governmental Capital Project Fund, as necessary for the purpose of making payments as due. Reimbursement requests shall be made in an orderly and timely manner.

Section 6: The Finance Director is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and Section 4.

Section 7: The Finance Director is further instructed to include a detailed analysis of past and future revenues and expenses during each annual budget submission made to the Governing Board.

Section 8: Copies of this grant project shall be furnished to the City Clerk, Finance Director, and City Manager for direction in carrying out this project.

Section 9: The City Manager, or designee, is authorized to declare the project completed, close the project ordinance, and distribute remaining project funds to the appropriate operating fund or reserve fund.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Resolution #R-25-122

HENDERSONVILLE, NORTH CAROLINA

DECLARATION OF OFFICIAL INTENT TO REIMBURSE

BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina, this declaration (the "Declaration") is made pursuant to the requirements of the United States Treasury Regulations Section 1.150-2 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section.

The undersigned is authorized to declare the official intent of HENDERSONVILLE, North Carolina (the "Issuer") with respect to the matters contained herein.

Expenditures to be Incurred. The Issuer anticipates incurring expenditures (the "Expenditures") for EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE CANE CREEK INDUSTRIAL PARK REDUNDANT WATERLINE CONNECTION PROJECT (#25018), ORDINANCE #O-25-60 (the "Project(s)").

Plan of Finance. The Issuer intends to finance the costs of the Project(s) with the grant revenue to be issued by the Issuer (the "Borrowing"), the interest on which is to be excluded from gross income for Federal income tax purposes.

Maximum Principal Amount of Debt to be Issued. The maximum principal amount of the Borrowing to be incurred by the Issuer to finance the Project is $850,000.

Declaration of Official Intent to Reimburse. The Issuer hereby declares its official intent to reimburse itself with the proceeds of the Borrowing for any of the Expenditures incurred by it prior to the issuance of the Borrowing.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Ordinance #O-25-60

**GRANT PROJECT ORDINANCE FOR
THE EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE CANE CREEK INDUSTRIAL PARK REDUNDANT WATERLINE CONNECTION, #25018**

BE IT ORDAINED by the Governing Board of the City of Hendersonville, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1: The project authorized is a City project described as the Cane Creek Industrial Park Redundant Waterline Connection, #25018.

Section 2: The following amounts are appropriated for the project(s):

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
460	7055	555002	25018	Capital Outlay–Lines	$850,000
				Total Project Appropriation	**$850,000**

Section 3: The following revenues are anticipated to be available for the project(s):

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
460	0000	420050	25018	Grant Revenue (SmBiz)	($850,000)
				Total Project Appropriation	**($850,000)**

Section 4: The Finance Director is hereby directed to maintain within the Water & Sewer Fund and Water and Sewer Capital Project Fund sufficient specific detailed accounting records to satisfy the disclosure requirements of all the contractual agreements, if applicable.

Section 5: Funds may be advanced from the Water and Sewer Fund and Water and Sewer Capital Project Fund, as necessary for the purpose of making payments as due. Reimbursement requests shall be made in an orderly and timely manner.

Section 6: The Finance Director is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and Section 4.

Section 7: The Finance Director is further instructed to include a detailed analysis of past and future revenues and expenses during each annual budget submission made to the Governing Board.

Section 8: Copies of this grant project shall be furnished to the City Clerk, Finance Director, and City Manager for direction in carrying out this project.

Section 9: The City Manager, or designee, is authorized to declare the project completed, close the project ordinance, and distribute remaining project funds to the appropriate operating fund or reserve fund.

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

M. December 2025 Budget Amendments – *Jennifer Floyd, Management Analyst*

TO MAYOR & COUNCIL **FISCAL YEAR 2026**
APPROVAL: December 4, 2025 **FORM: 12042025-01**

BUDGET AMENDMENT

FUND 301

ACCOUNT NUMBER	DESCRIPTION OF ACCOUNT	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
301-0000-420050-G2404	Grant Revenue	100,000	5,000	-	105,000
301-0000-470010-G2402	Transfers In	16,000	-	-	16,000
301-1200-519200-G2404	Contracted Services	116,000	5,000	-	121,000
FUND 301	TOTAL REVENUES	116,000	5,000	-	121,000
Grant Fund	TOTAL EXPENDITURES	116,000	5,000	-	121,000
An amendment increasing grant revenue budget by $5,000 in the Fund 301 #G2404 to cover the cost of a promotional video.					

The City Manager and City Clerk certify budget ordinance amendment 12042025-01 was approved by City Council on December 4, 2025.

TO MAYOR & COUNCIL **FISCAL YEAR 2026**
APPROVAL: December 4, 2025 **FORM: 12042025-02**

BUDGET AMENDMENT

FUND 301

ACCOUNT NUMBER	DESCRIPTION OF ACCOUNT	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
010-1525-552001	Capital Outlay- Buildings	40,000	-	40,000	-
010-0000-598901	Transfer Out (to 25000)	357,534	40,000	-	397,534
FUND 010	TOTAL REVENUES	40,000	-	40,000	-
General Fund	TOTAL EXPENDITURES	357,534	40,000	-	397,534
410-0000-470010-25000	Transfer In	29,000	40,000	-	69,000
410-1525-550103-25000	Capital Outlay- CIP	29,000	40,000	-	69,000
FUND 010	TOTAL REVENUES	29,000	40,000	-	69,000
General Fund	TOTAL EXPENDITURES	29,000	40,000	-	69,000
An amendment transferring $40,000 into the Oakdale Cemetery Project #25000.					

The City Manager and City Clerk certify budget ordinance amendment 12042025-02 was approved by City Council on December 4, 2025.

TO MAYOR & COUNCIL **FISCAL YEAR 2025**
APPROVAL: December 4, 2025 **FORM: 12042025-03**

BUDGET AMENDMENT

FUND 060/459

ACCOUNT NUMBER	DESCRIPTION OF ACCOUNT	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
060-0000-444299	Water System Development Fees	175,000	-	143,269	31,731
060-0000-445299	Sewer System Development Fees	170,000	-	32,211	137,789
060-0000-598901	Transfer Out (to #459)	868,057	175,480	-	1,043,537
FUND 060	TOTAL REVENUES	345,000	-	175,480	169,520
W&S Fund	TOTAL EXPENDITURES	868,057	175,480	-	1,043,537
459-0000-470010	Transfer In	-	175,480	-	175,480
459-7055-550103	Capital Outlay- CIP		175,480	-	175,480
FUND 459	TOTAL REVENUES	-	175,480	-	175,480
Capital Project Fund	TOTAL EXPENDITURES	-	175,480	-	175,480
An amendment transferring system development fees ($175,480) into fund 459 to be used on the S. Mills Gap Rd. Water Main Extension Project					

The City Manager and City Clerk certify budget ordinance amendment 12042025-03 was approved by City Council on December 4, 2025.

TO MAYOR & COUNCIL **FISCAL YEAR 2026**
APPROVAL: December 4, 2025 **FORM: 12042025-04**

BUDGET AMENDMENT

FUND 060/459

ACCOUNT NUMBER	DESCRIPTION OF ACCOUNT	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
010-0000-470900	Fund Balance Appropriated	1,474,563	175,602	-	1,650,165
010-0000-598901	Transfer Out (to #020)	-	155,020		155,020
010-0000-598901	Transfer Out (to #021)	-	20,582	-	20,582
FUND 010	TOTAL REVENUES	1,474,563	175,602	-	1,650,165
General Fund	TOTAL EXPENDITURES	-	175,602	-	175,602
020-0000-470100	Transfer In (from 010, FY26)	-	155,020	-	155,020
020-0000-470900	Fund Balance Appropriated	155,020	-	155,020	-
FUND 020	TOTAL REVENUES	-	155,020	-	155,020
Main Street Fund	TOTAL EXPENDITURES	155,020	-	155,020	-
021-0000-470100	Transfer In (from 010, FY26)	-	20,582	-	20,582
020-0000-470900	Fund Balance Appropriated	64,766	-	20,582	44,184
FUND 021	TOTAL REVENUES	-	20,582	-	20,582
7th Ave Fund	TOTAL EXPENDITURES	64,766	-	20,582	44,184

An amendment transferring $155,020 into 020 and $20,582 into 021 from the General Fund (010) to decrease the fund balance appropriations in each fund.

The City Manager and City Clerk certify budget ordinance amendment 12042025-04 was approved by City Council on December 4, 2025.

TO MAYOR & COUNCIL **FISCAL YEAR 2025**
APPROVAL: December 4, 2025 **FORM: 12042025-05**

BUDGET AMENDMENT

FUND 459 / 460

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
460-0000-470010-17141	Debt Proceeds ('23 Revenue Bond)	3,134,054	-	-	3,134,054
460-0000-450001-17141	Interest Income ('23 Revenue Bond Interest)	193,542	-	-	193,542
460-7150-550103-17141	Capital Outlay - CIP	3,147,120	-	59,226	3,087,894
460-7055-560900-17141	Cost of Issuance	121,250	-	-	121,250
460-0000-598901-17141	Transfer Out (to 460, #23019)	24,226	-	-	24,226
460-0000-598901-17141	Transfer Out (to 460, #21012)	35,000	-	-	35,000
460-0000-598901-17141	Transfer Out (to 459)	-	59,226	-	59,226
FUND 460	TOTAL REVENUES	3,327,596	-	-	3,327,596
NCDOT I-26, #17141	TOTAL EXPENDITURES	3,327,596	59,226	59,226	3,327,596
460-0000-470900-G2022	Fund Balance Appropriated	560,000	-	-	560,000
460-0000-470100-G2022	Transfer In (from Fund 459)	240,000	-	128,254	111,746
460-1014-550103-G2022	Capital Outlay - CIP	800,000	-	128,254	671,746
FUND 460	TOTAL REVENUES	800,000	-	128,254	671,746
Golden Leaf WS #G2022	TOTAL EXPENDITURES	800,000	-	128,254	671,746
460-0000-470100-22002	Transfer In (From 060)	123,158	-	-	123,158
460-1523-550103-22002	Capital Outlay CIP	103,158	-	24,522	78,637
460-1523-550102-22002	Capital Outlay Services and Fees	20,000	-	-	20,000
460-0000-598901-22002	Transfer Out (to Fund 459)	-	24,522	-	24,522
FUND 460	TOTAL REVENUES	123,158	-	-	123,158
City Hall Exterior Phase 1	TOTAL EXPENDITURES	123,158	24,522	24,522	123,159
460-0000-549999	Miscellaneous Expense	460,000	-	-	460,000
460-7135-551000-19007	Capital Outlay Services and Fees	460,000	-	46,542	413,458
460-0000-598901-19007	Transfer Out (to Fund 459)	-	46,542	-	46,542
FUND 460	TOTAL REVENUES	460,000	-	-	460,000
WWTP Master Plan #19007	TOTAL EXPENDITURES	460,000	46,542	46,542	460,000
460-0000-460090-18004	Contribution/Donation	100,000	-	-	100,000
460-0000-534999-18004	Contingencies	-	-	-	-
460-0000-470100-18004	Transfers In	170,450	-	-	170,450
460-0000-470900-18004	Fund Balance Approrpiation	14,845	-	-	14,845

460-1014-550102-18004	Capital Outlay- Services & Fees	14,700	-	-	14,700
460-1014-550103-18004	Capital Outlay-CIP	270,595	-	24,450	246,145
460-0000-598901-18004	Transfer Out (to Fund 459)	-	24,450	-	24,450
FUND 460	TOTAL REVENUES	285,295	-	-	285,295
Ladson Road #18004	TOTAL EXPENDITURES	285,295	24,450	24,450	285,295
460-0000-470100-22009	Transfer In (From WS)	375,000	-	-	375,000
460-7155-554001-22009	Capital Outlay - Equipment Other Than Vehicles	375,000	-	20,895	354,105
460-0000-598901-22009	Transfer Out (To 459)	-	20,895	-	20,895
FUND 460	TOTAL REVENUES	375,000	-	-	375,000
CCTV Truck #22009	TOTAL EXPENDITURES	375,000	20,895	20,895	375,000
460-0000-470010-19140	Debt Proceeds (2023 IFC)	-	-	-	-
460-0000-470100-19140	Transfer In (from 060)	140,545	-	-	140,545
460-0000-470900-19140	Fund Balance Appropriated	50,789	-	-	50,789
460-0000-598901-19140	Transfer Out	63,362	-	-	63,362
460-1002-550102-19140	Capital Outlay - Services and Fees	22,500	-	-	22,500
460-1002-550103-19140	Capital Outlay - CIP	105,472	-	12,573	92,899
460-0000-598901-19140	Transfer Out (To 459)	-	12,573	-	12,573
FUND 460	TOTAL REVENUES	191,334	-	-	191,334
City Hall & Ops Security Improvements #19140	TOTAL EXPENDITURES	191,334	12,573	12,573	191,334
459-0000-470100	Transfer In (from 460)	-	316,462	-	316,462
459-7002-550103	Capital Outlay - CIP	-	316,462	-	316,462
FUND 459	TOTAL REVENUES	-	316,462	-	316,462
Capital Reserve Fund	TOTAL EXPENDITURES	-	316,462	-	316,462
An amendment changing the transfers for projects #17141, #G2022, #22002, #19007, #18004, #22009, and #19140 to more accurately reflect project closeout need.					

The City Manager and City Clerk certify budget ordinance amendment 12042025-05 was approved by City Council on December 4, 2025.

N. Patton Park and Whitmire Design Contracts – *Brian Pahle, Deputy City Manager & Richard Shook, PE, Civil Engineer*

O. Approval to Declare and Sell Surplus – *Logan Hickey, Procurement/Contract Administrator*

Resolution #R-25-123

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL RESOLUTION OF PROPOSED ACCEPTANCE OF NEGOTIATED OFFER

WHEREAS, the City of Hendersonville owns certain personal property, being one modular building located at 632 Sugarloaf Rd, Hendersonville, North Carolina, together with: (1) all kitchen appliances located within such modular building as of the Closing Date, and (2) all furniture located within such modular building as of the Closing Date, and expressly excluding any interest in the underlying real property, land, or site improvements, the foregoing modular building hereinafter referred to as the "Personal Property"; and,

WHEREAS, City Council previously approved declaring this property surplus and to sell via internet auction via Resolution # 25-42. The City Manager declared the furniture within the unit as surplus and approved including it within this sale as identified in Exhibit C. The unit was made available for internet auction after via GovDeals after it had been advertised in the newspaper 30 days prior. The high bid amount came to $31,000.00; and,

WHEREAS, this amount was not accepted by City Leadership, however, the City has received a NEGOTIATED OFFER RECEIVED PURSUANT TO N.C.G.S. § 160A-269 ("Offer"), a copy of which is attached hereto and incorporated herein by reference; and,

WHEREAS, pursuant to the Offer, Modular MastermindZ LLC ("Buyer"), is offering to purchase the Property for the sum of Fifty thousand dollars and no/100 ($50,000.00), subject to the terms and conditions contained within the Offer; and,

WHEREAS, subject to the terms below, the Hendersonville City Council wishes to issue a proposed acceptance of the Offer; and,

NOW THEREFORE, the Hendersonville City Council resolves that:

1. The Council authorized the sale of the Personal Property described above and proposes to accept the Offer pursuant to the procedures of 160A-269.
2. The Buyer is required to deposit with the City Clerk a sum equal to 5 % of the offer, or $2,500.00. The Clerk will cause a notice to be published in a newspaper of record advising that upset bids will be accepted within 10 days of the date of publication, which bid shall increase the proposed sales price by at least an amount equal to 10% of the first $1,000.00 of the purchase price and 5% of the excess. Such upset bids shall be made to the City Clerk and accompanied by a deposit equal to 5% of the new purchase price, at which time the Clerk shall then publish a new notice advising that further upset bids, increased in the same minimum amount may be accepted within 10 days from the date of publication.
3. Each bidder submitting an upset bid shall be bound by the same terms and conditions as contained in the Offer. Each bidder shall therefore be required to sign an offer in the form of the Offer attached hereto as Exhibit A, with the only differences being (1) a revised purchase price; and (2) modification of the terms of the upset bid procedure described in the Offer to reflect the terms of this Resolution.
4. When there are no further bidders, the high bid shall be reported to the Council by the Clerk.
5. Closing shall occur within 30 days of the issuance of a final acceptance by the Council.

6. The City reserves the right to withdraw the property from sale at any time before the issuance of a final acceptance and the right at any time to reject all bids.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

P. Request for approval to accept the Small Business Infrastructure Grant Program for Cane Creek Industrial Park Redundant Waterline Connection – *Blake Fulgham, Management Analyst II*

Resolution #R-25-124

RESOLUTION BY THE CITY OF HENDERSONVILLE TO AUTHORIZE THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE NORTH CAROLINA DEPARTMENT OF COMMERCE SMALL BUSINESS INFRASTRUCTURE GRANT PROGRAM (SMBIZ) FOR THE CANE CREEK INDUSTRIAL PARK REDUNDANT WATERLINE CONNECTION PROJECT(APP-001131)

WHEREAS, The City of Hendersonville has continued to complete repair and resiliency projects as part of continued Hurricane Helene recovery efforts; and

WHEREAS, the City has proposed the Cane Creek Industrial Park Redundant Waterline Connection Project which will result in increased redundancy and resiliency of clean water access at the Cane Creek Industrial Park and within the Hoopers Creek community; and

WHEREAS, the City was awarded the full grant funding amount for our grant application through the North Carolina Department of Commerce of $850,000 to be completed within 36-months of grant awardence; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Hendersonville that:

1. The City agrees to participate in certain costs and to assume certain responsibilities in the manner and to the extent as hereinafter set out in the Agreement; and

2. The City's Mayor or their designee shall be considered the City's Authorized Official when executing or providing any funding application or other documents associated with the project; and

3. The City Mayor is authorized to enter into an agreement with the North Carolina Department of Commerce for the Small Business Infrastructure Grant Program for the Cane Creek Industrial Park Redundant Waterline Connection Project (App-001131).

Adopted by the City Council of the City of Hendersonville, North Carolina on this the 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

Q. Request for approval to accept the Small Business Infrastructure Grant Program for the 7th Avenue East Sidewalk ad Storm Drainage Restoration Project – *Blake Fulgham, Management Analyst II*

Resolution #R-25-125

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO AUTHORIZE THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE NORTH CAROLINA DEPARTMENT OF COMMERCE FOR THE SMALL BUSINESS INFRASTRUCTURE GRANT PROGRAM(SmBIZ) FOR THE 7TH AVENUE E. SIDEWALK AND STORMWATER DRAINAGE PROJECT (APP-001114)

WHEREAS, City of Hendersonville's has continued to complete repair and resiliency projects as part of continued Hurricane Helene recovery efforts; and

WHEREAS, the City has proposed the 7th Ave E Sidewalk Restoration project which will result in the repair and restoration of the pedestrian sidewalk and stormwater infrastructure that will support small businesses between Elm St and 1225 7th Ave E, Hendersonville, NC 28792; and

WHEREAS, the City has been awarded funding in the amount of $946,000 dollars from the North Carolina Department of Commerce, Small Business Infrastructure Grant Program (SmBIZ) Rural Engagement & Investment Program for this project; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Hendersonville that:

1. The City agrees to participate in certain costs and to assume certain responsibilities in the manner and to the extent as hereinafter set out in the Agreement; and
2. The City's Mayor or their designee shall be considered the City's Authorized Official when executing or providing any funding application or other documents associated with the project; and
3. The City Mayor is authorized to enter into an agreement with the North Carolina Department of Commerce for the Small Business Infrastructure Grant Program for the 7th Avenue E. Sidewalk and Stormwater Drainage Restoration Project (App-001114).

Adopted by the City Council of the City of Hendersonville, North Carolina on this the 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

6. PRESENTATIONS

A. Mayor Award – *John Connet, City Manager*

City Manager John Connet congratulated Mayor Barbara Volk on receiving the first Barbara G. Volk Leadership Award at the Land of Sky Annual Luncheon. The award is dedicated in her honor to be presented annually to individuals who outstandingly contribute to the betterment of Western North Carolina and Land of Sky Region and the plaque reads:

Barbara G. Volk for her dedication and leadership on behalf of the City of Hendersonville, Land of Sky Regional Council and Western North Carolina. Mayor Volk has served the City of Hendersonville and the Land of Sky Regional Council with distinction, and she represents the best of public service. Her record of public service has left a positive impact on our region and was presented on December 3, 2025 by the Land of Sky Regional Council.

Mayor Pro Tem Hensley went on to congratulate Mayor Volk and thanked her for all that she does and represents.

B. Hendersonville Police Department Honors Lieutenant Matt Capps for FBI National Academy Graduate – *Blair Myhand, Police Chief*

Chief Blair Myhand congratulated Lieutenant Matt Capps for graduating from the FBI National Academy and stated that the Hendersonville Police Department recognizes Police Lieutenant Matt Capps, for his graduation from the FBI National Academy. On September 4, 2025, Lieutenant Capps was among 254 law enforcement officers graduated from the FBI National Academy in Quantico, Virginia. The 295th session of the National Academy consisted of men and women from 49 states and the District of Columbia. The class included 22 members of law enforcement agencies from 20 countries, 10 members of six military organizations, and four members of federal civilian organizations. "I would like to extend my thanks to City Council, City Manager Connet, and Chief Myhand for the incredible opportunity to attend the FBI National Academy. This experience has enhanced my leadership skills and broadened my perspective; I am committed to using what I have learned to lead more effectively and serve Hendersonville with excellence. I look forward to bringing back these lessons to help our department continue to grow and succeed. Internationally known for its academic excellence, the National Academy offers ten weeks of advanced leadership, communication, and fitness training. Participants must have proven records as professionals within their agencies to attend. On average, these officers have 21 years of law enforcement experience and usually return to their agencies to serve in executive-level positions. FBI Director Kash Patel delivered remarks at the ceremony. Class spokesperson Benjamen Adams from the Marion County Sheriff's Office, Ocala, FL, represented the graduating officers. FBI Academy instructors, special agents, and other staff with advanced degrees provide the training; many instructors are recognized internationally in their fields. Since 1972, National Academy students have been able to earn undergraduate and graduate credits from the University of Virginia, which accredits all the National Academy courses offered. A total of 56,434 graduates have completed the FBI National Academy since it began in 1935. The National Academy is held at the FBI Training Academy in Quantico, the same facility where the FBI trains its new special agents and intelligence analysts. Lieutenant Matt Capps continues the legacy of National Academy graduates from the

Hendersonville Police Department, joining the ranks of former Police Chiefs John Nicholson and Donnie Parks, as well as current Chief Blair Myhand.

C. NC-APA Marvin Collins Outstanding Plan ward for the Gen H Comprehensive Plan – *Matthew Manleuy, AICP and Lew Holloway*

Matt Manley explained that the City's Gen H Comprehensive Plan was recognized by the North Carolina Chapter of the American Planning Association (NC-APA), receiving the 2025 Marvin Collins Outstanding Planning Award for the best comprehensive plan in the small-town category. The Community Development Department would like to acknowledge that this award would not have been possible without the full buy-in from multiple departments and the significant support of City Council. He especially thanked the Communications team of Allison Justus and Brandy Heatherly for going above and beyond to help.



American Planning Association
North Carolina Chapter

August 5, 2025

RE: Gen H Comprehensive Plan

Dear Mr. Manley,

On behalf of the North Carolina Chapter of the American Planning Association (APA-NC) Awards Committee, I am pleased to inform you that the Committee has selected your nomination as the recipient of a 2025 North Carolina Marvin Collins Award in the Comprehensive Plan category. Please read this letter carefully as it contains a lot of important information about the awards ceremony and private luncheon.

This year we will recognize and celebrate APA-NC award winners on the chapter website, via social media, and during the annual state conference to be held October 15-17 in Charlotte. **We would love to include a brief acceptance video OR one presentation slide from you and your team in the awards presentation.** If you would like to participate, please upload a brief acceptance video (no more than 45 seconds) or single slide no later than Friday, September 25th.This is a great way to highlight representatives who may not be able to attend the awards ceremony in person. Please upload completed video or presentation slide using the link provided in the attached document.

The Opening Plenary and Awards Session will take place on Wednesday, October 15, from 9:30am – 11:45am at the Charlotte Convention Center in Large Plenary Room - W209. Award winners will need to arrive early and make your way down to the front of the ballroom and look for reserved seating. Award winners will come up to the stage **after** their award is highlighted. Up to three members from each project are also invited to a private awards luncheon following the presentation from 11:45am – 1:00pm with the other winners, APA executive and award committee members. The luncheon will take place in the Charlotte Convention Center and specific details will be provided to attendees closer to the event. You do not have to be registered for the conference to attend either event, however, we do need all participants to RSVP.

Award winners will receive a framed certificate at the plenary and a digital copy will be emailed after the conference. As the nominator, we ask that you alert other individuals or organizations that need to be recognized.

Sincerely,

Elizabeth Jernigan Hannah Williams

Elizabeth Jernigan, Hannah Williams
APA-NC Award Co-Chairs

7. <u>PUBLIC HEARINGS</u>

A. 2025 General Obligation (GO) Transportation Bond Order Public Hearing, Adoption of Bond Order and Resolution Setting a Special Bond Referendum and Notification of the Henderson County Board of Elections – *Adam Murr, Budget & Evaluation Director*

Budget & Evaluation Director Adam Murr explained that City Council of the City of Hendersonville, North Carolina has ascertained and determined that it is necessary to pay the capital costs of transportation projects with General Obligation (GO) Bond funds. The City has applied to the Local Government Commission for the approval of the GO Bond including a maximum principal amount of $10,000,000. The recommended motions and agenda item attachments fulfill statutorily required procedural actions. (1) City Council will hold a public hearing on the proposed GO bond order and the advisability for issuing the GO Bond for transportation projects. (2) Following the close of the public hearing, City Council may choose to adopt the recommended **BOND ORDER**. Finally, (3) following the close of public hearing and the

adoption of the **BOND ORDER**, Council may choose to adopt the recommended **RESOLUTION SETTING A SPECIAL BOND REFERENDUM AND DIRECTING THE PUBLICATION OF NOTICE OF A SPECIAL BOND REFERENDUM AND NOTIFICATION OF THE BOARD OF ELECTIONS.**



PROJECT TIMELINE

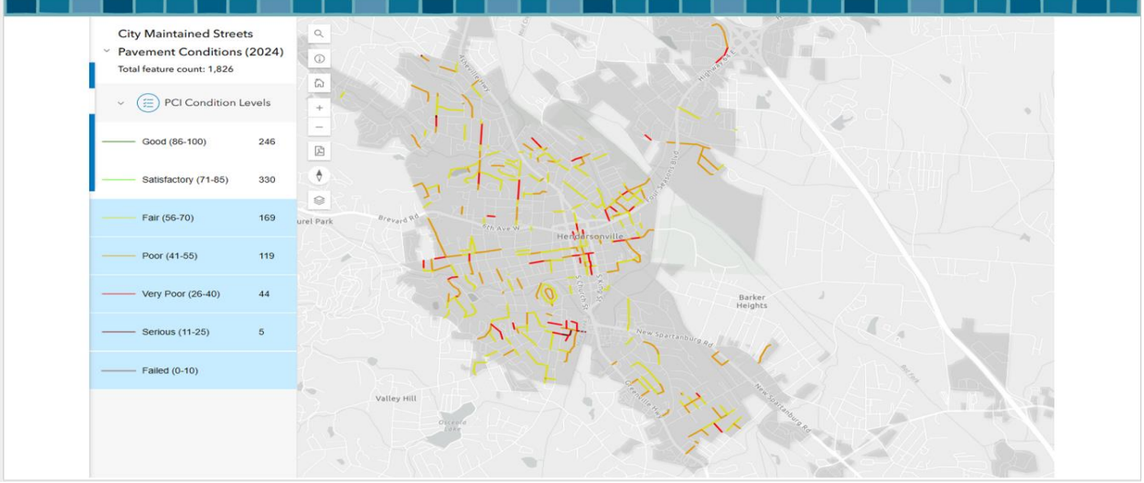
Council Actions:

- **Oct. 2** – Notice of Intent to Apply to LGC.
- **Nov. 6** – Introduce Bond Order + Set Public Hearing Date + Adopt CPO.
- **Dec. 4** – Hold Public Hearing + Adopt Bond Order.
- **Mar. 3 – Voter Referendum.**
- **Apr. 2** – Certify Results.

SCHEDULE FOR GENERAL OBLIGATION BOND REFERENDUM
HENDERSONVILLE - MARCH 2026

10/2/25	City Council adopts (1) Resolution directing publication of notice of intent to apply to the Local Government Commission (the "*LGC*"); (2) Resolution authorizing the Finance Officer to apply to the LGC and making certain findings of fact
10/5/25	Publish Notice of Intent in *Newspaper of General Circulation* [have to wait 10 days after publication of Notice of Intent before applying to the LGC]
10/20/25	File Application with LGC with draft Sworn Statement of Debt [receive notice from LGC confirming receipt of Application which must occur before the Bond Orders are introduced]
11/6/25	City Council (1) Introduces the Bond Order(s); (2) Adopts the Resolution setting a public hearing on the Bond Order(s)
by 11/23/25	(1) Send Statement of Disclosure to LGC, post Statement on the City's Website and file with the City Clerk's Office (day before the notice of Public Hearing is published); (2) Publish Notice(s) of Public Hearing on the Bond Order(s) in *Newspaper of General Circulation* [at least 6 days before public hearing]; and (3) File Sworn Statement of Debt with the City Clerk and LGC
12/4/25	City Council (1) holds public hearing(s) on Bond Order(s); (2) adopts the Bond Order(s) at the conclusion of the public hearing; and (3) adopts the Resolution setting Bond Referendum
12/5/25	Clerk delivers certified copy of the Resolution setting Bond Referendum to the County Board of Elections
12/7/25	Publish Bond Order(s) as adopted in *Newspaper of General Circulation*
12/8/25	File Notice with Joint Legislative Commission
by 1/23/26	Publish first Notice of Special Bond Referendum in *Newspaper of General Circulation* [Not less than fourteen days before last day to register to vote for Bond Referendum]
by 1/30/26	Publish second Notice of Special Bond Referendum in *Newspaper of General Circulation* [Not less than seven days before last day to register to vote for Bond Referendum]
2/6/26	Last day to register to vote
3/3/26	Referendum
3/13/26	Canvass of Election by the County Board of Elections
4/2/26	City Council adopts Resolution Certifying and Declaring Results of Special Bond Referendum
After 4/2/26	Publish Statement of Results in *Newspaper of General Circulation*
May 2026	LGC approval of Bond Order(s) [current LGC policy is to approve post-election]

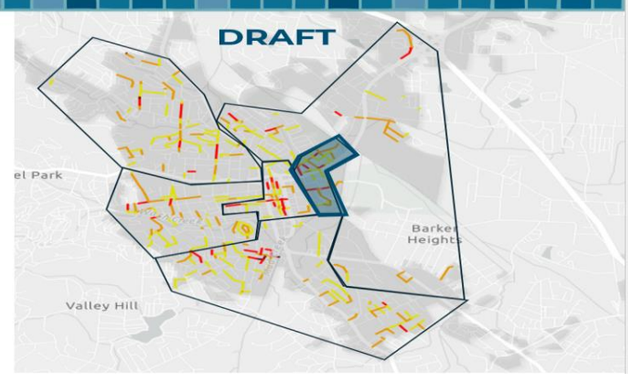
PROJECT EXAMPLES



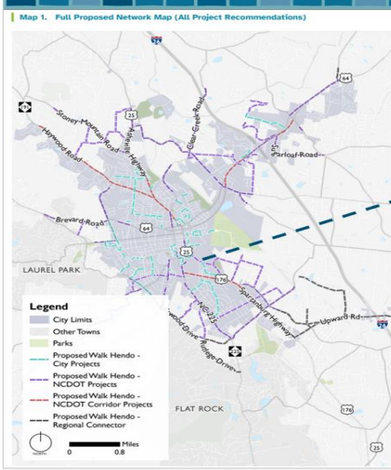
PROJECT EXAMPLES

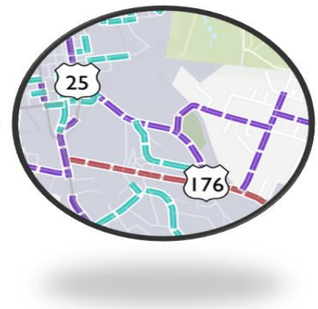
Resurfacing to be Broken Up into Five Zones (FY27-FY31)

Currently FY26 Zone = 7th Avenue Area



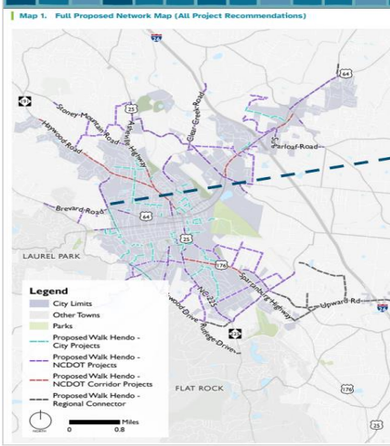
PROJECT EXAMPLES





Grove Street Sidewalks

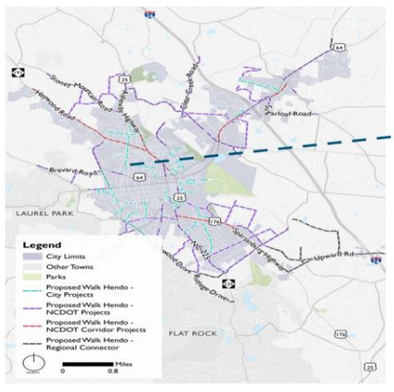
PROJECT EXAMPLES





Blythe Street Multi-Use Path

PROJECT EXAMPLES

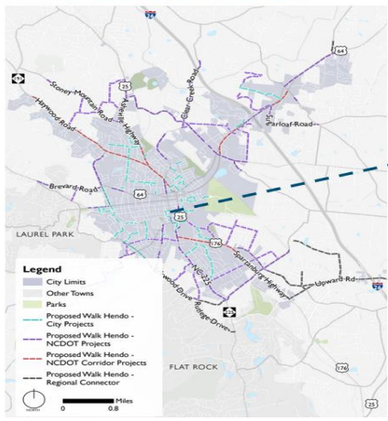


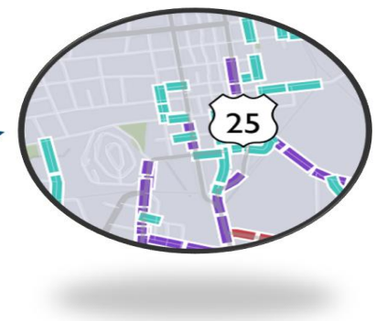


Orleans/9th Avenue School Intersection Improvements

PROJECT EXAMPLES

Map 1. Full Proposed Network Map (All Project Recommendations)

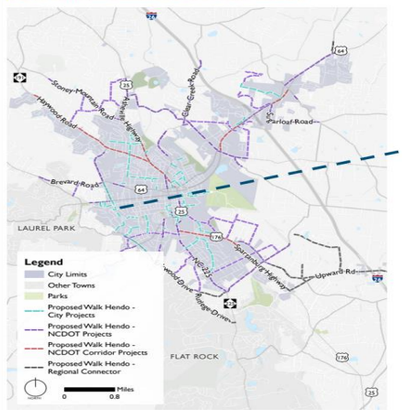




Washington Street Sidewalks

PROJECT EXAMPLES

Map 1. Full Proposed Network Map (All Project Recommendations)

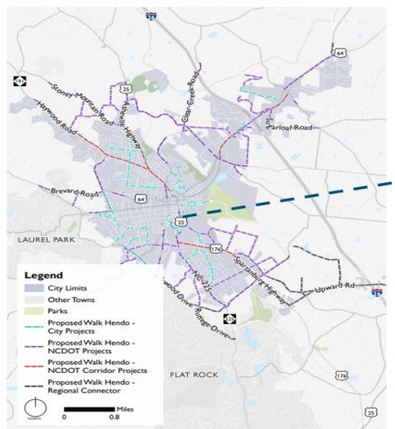




3rd Avenue/West Lake/Ecusta Sidewalks

PROJECT EXAMPLES

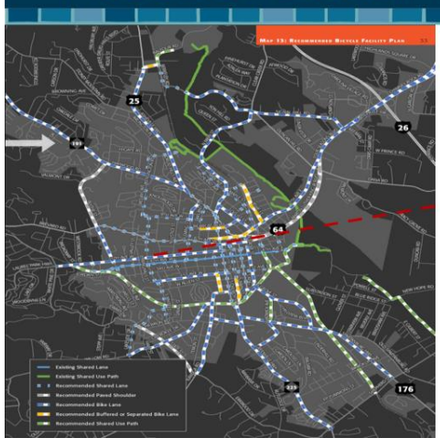
Map 1. Full Proposed Network Map (All Project Recommendations)





King Street Sidewalks

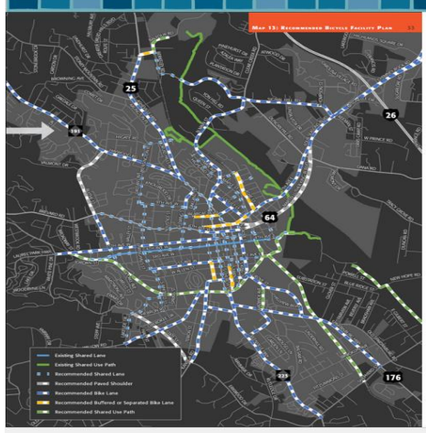
PROJECT EXAMPLES





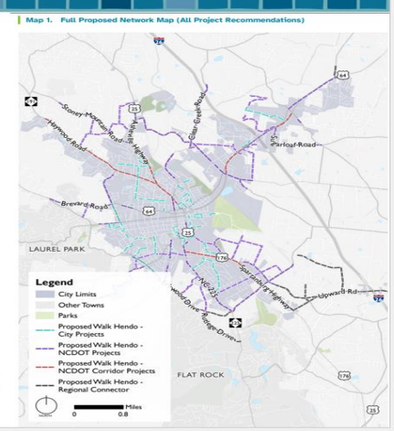
5th Avenue Bike Improvements

PROJECT EXAMPLES



Other Dispersed Projects:

- Ecusta Intersections & Sidewalks
- RRFB (Beacons)
- Mini Traffic Circles
- Bulb Outs
- Bike Lanes
- Sharrows
- Crosswalks
- Connectivity (Ex: Bane St.)



PROJECT BUDGET

Section 1: The project authorized is a City project described as the 2026 Transportation General Obligation (GO) Bond Project, #25013.

Section 2: The following amounts are appropriated for the project(s):

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
410	1014	550103	25013	Capital Outlay–CIP (Resurfacing)	$8,200,000
410	1014	550103	25013	Capital Outlay–CIP (ADA Curb Ramp)	2,420,000
410	1014	550103	25013	Capital Outlay–CIP (Safety & Transportation)	3,705,000
410	1002	550102	25013	Capital Outlay–Service & Fees	175,000
				Total Project Appropriation	**$14,500,000**

Capital Project Ordinance (CPO)

Adopted 11/06/2025

Section 3: The following revenues are anticipated to be available for the project(s):

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
410	0000	470010	25013	Debt Proceeds (2026 GO Bond)	($10,000,000)
410	0000	470100	25013	Transfer in (from General Fund–FY27)	(900,000)
410	0000	470100	25013	Transfer in (from General Fund–FY28)	(900,000)
410	0000	470100	25013	Transfer in (from General Fund–FY29)	(900,000)
410	0000	470100	25013	Transfer in (from General Fund–FY30)	(900,000)
410	0000	470100	25013	Transfer in (from General Fund–FY31)	(900,000)
				Total Project Appropriation	**($14,500,000)**

RESOURCES: CITY WEBSITE

HENDERSONVILLE GO HVL GENERAL OBLIGATION TRANSPORTATION BOND

SAFE STREETS. STRONG CONNECTIONS.

WWW.HVLNC.GOV/GOBOND

Pavement Condition Map | Register to Vote | Statement of Disclosures

Timeline

Oct. 2, 2025 – Notice of Intent to Apply

Nov. 6, 2025 – Introduce Bond Order/Set Public Hearing

Dec. 4, 2025 – Hold Public Hearing

Mar. 3, 2026 – Referendum - Voters Decide

If approved, transportation projects will begin shortly after with expected completion within five years.



- What are General Obligation (GO) bonds?
- What is a bond referendum?
- How does a GO Bond get approved?
- How much will the City borrow in bonds?
- What projects will the bonds pay for?
- How are the projects selected?
- How long will the improvements take?
- What happens if the bond does not pass in March 2026?

IMPORTANT REMINDER!

On a Bond Referendum, Local Governments

cannot spend taxpayer money to endorse a "yes" or "no" vote

Permissible actions by Local Governments :

- Hosting public meetings to explain a bond proposal.
- Producing informational packets or videos outlining the proposed projects and the estimated cost.
- Creating a website with frequently asked questions and project details.



The public hearing was opened at 6:18 p.m.

Ken Fitch spoke in favor of the GO Transportation Bond.

Chris Danals is a strong supporter of the GO Transportation Bond.

The public hearing was closed at 6:25 p.m.

Council Member Lyndsey Simpson moved that City Council adopt the Bond Order Authorizing the Issuance of $10,000,000 General Obligation (GO) Transportation Bonds of the City of Hendersonville, North Carolina and Adopt the Resolution Settling a Special Bond Referendum and Directing the Publication of Notice of a Special Bond Referendum and Notification of the Board of Elections as presented. A unanimous vote of the Council followed. Motion carried.

RESOLUTION #R-25-126

RESOLUTION SETTING A SPECIAL BOND REFERENDUM AND DIRECTING THE PUBLICATION OF NOTICE OF A SPECIAL BOND REFERENDUM AND NOTIFICATION OF THE BOARD OF ELECTIONS

WHEREAS, the City Council of the City of Hendersonville, North Carolina has adopted the following bond order and such bond order should be submitted to the voters of the City of Hendersonville, North Carolina for their approval or disapproval in order to comply with the constitution and laws of North Carolina:

"BOND ORDER AUTHORIZING THE ISSUANCE OF $10,000,000 GENERAL OBLIGATION TRANSPORTATION BONDS OF THE CITY OF HENDERSONVILLE, NORTH CAROLINA;"

NOW, THEREFORE, be it resolved by the City Council (the "*City Council*") of the City of Hendersonville, North Carolina, as follows:

(1) For the purpose of determining the question whether the qualified voters of the City of Hendersonville, North Carolina shall approve or disapprove (a) the indebtedness to be incurred by the issuance of the General Obligation Transportation Bonds of the City authorized by said bond order, which indebtedness shall be secured by a pledge of the City's full faith and credit and (b) the levy of a tax for the payment thereof, said bond order shall be submitted to the qualified voters of said City at a special bond referendum to be held in said City on March 3, 2026.

(2) The City Clerk is hereby authorized and directed to publish a notice of said referendum which shall be entitled **"CITY OF HENDERSONVILLE, NORTH CAROLINA NOTICE OF SPECIAL BOND REFERENDUM."** Said notice of referendum shall be published at least twice. The first publication shall be not less than 14 days and the second publication shall be not less than 7 days before the last day on which voters may register for the special bond referendum.

(3) The Henderson County Board of Elections is hereby requested to print and distribute the necessary ballots and to provide the equipment for the holding of said referendum and to conduct and to supervise said referendum.

(4) The ballots to be used at said referendum will indicate that it is being held on behalf of the City of Hendersonville, North Carolina and will contain the following words:

"Additional property taxes may be levied on property located in the City of Hendersonville in an amount sufficient to pay the principal of and interest on bonds if approved by the following ballot question. *SHALL* the order authorizing $10,000,000 of bonds plus interest to provide funds to pay the capital costs of acquiring, constructing, reconstructing, widening, extending, paving, resurfacing, grading and improving streets and sidewalks, including, without limitation, curbs, gutters, drains, bridges, overpasses, crossings, lighting, traffic controls, signals and markers, bicycle lanes, and landscape, streetscape and pedestrian improvements, and the acquisition of land, rights-of-way and easements in land required therefor, and providing that additional taxes may be levied in an amount sufficient to pay the principal of and interest on the bonds be approved, in light of the following:

(1) The estimated cumulative cost over the life of the bond, using the highest interest rate charged for similar debt over the last 20 years, would be $15,611,200 (consisting of $10,000,000 principal amount of the bonds plus $5,611,200 of interest).
(2) The estimated amount of property tax liability increase for each one hundred thousand dollars ($100,000) of property tax value to service the cumulative cost over the life of the bond provided above would be $20.00 per year.";

with squares labeled **"YES"** and **"NO"** beneath or beside such words in which squares the voter may record his or her choice on the question presented; and

(5) The City Clerk shall mail or deliver a certified copy of this resolution to the Henderson County Board of Elections within three days after this resolution is adopted.

BE IT FURTHER RESOLVED that this Resolution shall become effective on the date of its adoption.

READ, APPROVED AND ADOPTED this 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

EXTRACTS FROM MINUTES OF CITY COUNCIL

* * *

A regular meeting of the City Council of the City of Hendersonville, North Carolina was duly held on December 4, 2025 at 5:45 p.m. at the Operations Center Assembly Room, 305 Williams Street, Hendersonville, North Carolina 28792. Mayor Barbara G. Volk presiding.

* * *

The following members were present: Mayor Barbara G. Volk, Mayor Pro Tem Jennifer Hensley, Council Members Lyndsey Simpson, Melinda Lowrance & Gina Baxter

The following members were absent: None

Also present: City Manager John Connet, Deputy City Manager Brian Pahle, City Clerk Jill Murray, City Attorney Angela Beeker and others

* * * * *

The bond order entitled, **"BOND ORDER AUTHORIZING THE ISSUANCE OF $10,000,000 GENERAL OBLIGATION TRANSPORTATION BONDS OF THE CITY OF HENDERSONVILLE, NORTH CAROLINA"** was introduced at a meeting of the City Council on November 6, 2025 and published on November 23, 2025 and November 30, 2025, with notice that the City Council would hold a public hearing thereon on December 4, 2025 at or about 5:45 p.m. There had been filed in the City Clerk's office and posted on the City's website a statement of disclosures related to the proposed bonds complying with provisions of the Local Government Bond Act.

The Mayor announced that the City Council would hear anyone who wished to be heard on the questions of validity of the General Obligation Transportation Bond Order and the advisability of issuing the General Obligation Transportation Bonds. Mayor Barbara Volk moved that the public hearing be opened on the General Obligation Transportation Bond Order and the motion was unanimously adopted.

After the City Council had heard all persons who requested to be heard in connection with the foregoing questions on the General Obligation Transportation Bond Order, Mayor Barbara Volk moved that the public hearing be closed and the motion was unanimously adopted.

Council Member Lyndsey Simpson moved that the City Council adopt, without change or amendment, and direct the City Clerk to publish a notice of adoption, as prescribed by The Local Government Bond Act, of the bond order entitled, "**BOND ORDER AUTHORIZING THE ISSUANCE OF $10,000,000 GENERAL OBLIGATION TRANSPORTATION BONDS OF THE CITY OF HENDERSONVILLE, NORTH CAROLINA"**, as introduced at the meeting of the City Council held on November 6, 2025. The motion was unanimously adopted.

BOND ORDER AUTHORIZING THE ISSUANCE OF $10,000,000 GENERAL OBLIGATION TRANSPORTATION BONDS OF THE CITY OF HENDERSONVILLE, NORTH CAROLINA

WHEREAS, the City Council of the City of Hendersonville, North Carolina has ascertained and hereby determines that it is necessary to pay the capital costs of acquiring, constructing, reconstructing, widening, extending, paving, resurfacing, grading and improving streets and sidewalks, including, without limitation, curbs, gutters, drains, bridges, overpasses, crossings, lighting, traffic controls, signals and markers, bicycle lanes, and landscape, streetscape and pedestrian improvements, and the acquisition of land, rights-of-way and easements in land required therefor; and

WHEREAS, an application has been filed with the Deputy Secretary of the Local Government Commission of North Carolina requesting Commission approval of the General Obligation Transportation Bonds hereinafter described as required by the Local Government Bond Act, and the City Clerk has notified the City Council that the application has been accepted for submission to the Local Government Commission.

NOW, THEREFORE, BE IT ORDERED by the City Council of the City of Hendersonville, North Carolina, as follows:

Section 1. In order to raise the money required for the purposes described above, in addition to any funds which may be made available for such purpose from any other source, General Obligation Transportation Bonds of the City are hereby authorized and shall be issued pursuant to the Local Government Finance Act of North Carolina. The maximum aggregate principal amount of such General Obligation Transportation Bonds authorized by this order shall be $10,000,000.

Section 2. Taxes will be levied in an amount sufficient to pay the principal and interest on the General Obligation Transportation Bonds.

Section 3. A sworn statement of the City's debt has been filed with the City Clerk and is open to public inspection.

Section 4. This bond order will take effect when approved by the voters of the City at a referendum scheduled for March 3, 2026.

READ, APPROVED AND ADOPTED this 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

B. Rezoning: Standard Rezoning – Locust St Small Area Rezoning (25-78-RZO) – *Matthew Manley, AICP, Long-Range Planning Manager*

Matt Manley explained that the City of Hendersonville initiated a rezoning for consenting property owners in the Locust St Area to rezone properties from I-1, Industrial to CMU, Central Mixed Use. These owners and properties included multiple condo owners at 822 Locust St (PIN: 9569-80-4214), R Four Holdings at 824 Locust St Ste 300 (PIN: 9569-80-2387) and Scott & Dean Miller at 0 Lynn St (PIN: 9569-80-4629). Previously Daniel Huggins & Hailey Lamoreux (Applicants / Owners) at 824 Locust St Suite 400 (PIN: 9569-80-2471) along with Dennis Dunlap at 415 8th Ave E (PIN: 9569-80-4238), Kari Moer at 824 Locust St Suite 200 (PIN: 9569-80-2395), and Daniel Mock with AYD Partners at 0 Lynn St (PIN: 9569-80-3335) participated in a rezoning to CMU for this area. Additional property owners were given the opportunity to participate as well. The final property to be included in this area rezoning is the 2.32 acre lot to the rear of Miller's Linen Service on Lynn St.

Planning Staff initially identified the need for a rezoning of the I-1 properties in this area over 4 years ago. Though a 'small area rezoning' did not take place at that time, with the submittal of a rezoning application for CMU in August 2025, Planning Staff opened up the opportunity for select properties to join in on the rezoning. Per new state laws, property owners must consent to rezonings of this nature. Properties that participated in the rezoning will benefit in the following ways:

1) CMU Zoning would make non-conforming buildings conforming;

2) CMU Zoning would permit current land uses to continue;

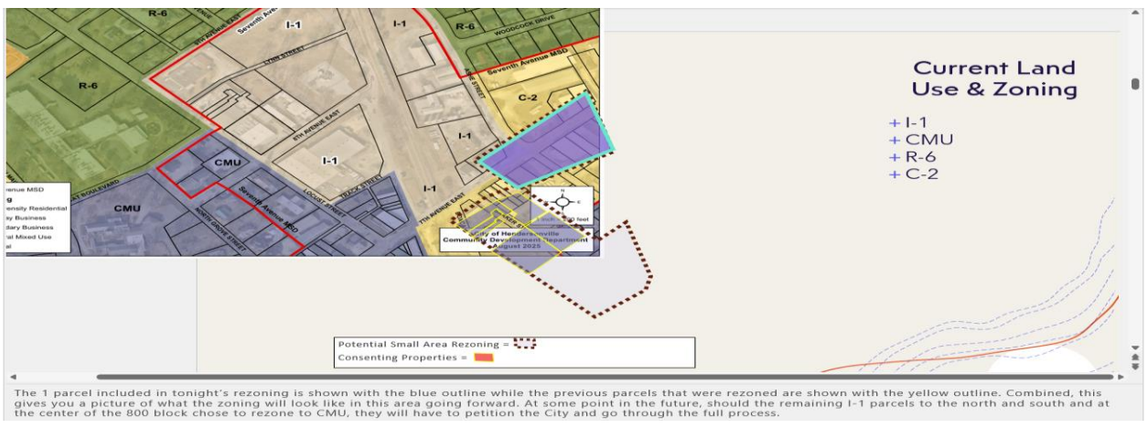
3) CMU Zoning would permit additional desired future land uses that I-1 zoning does not;

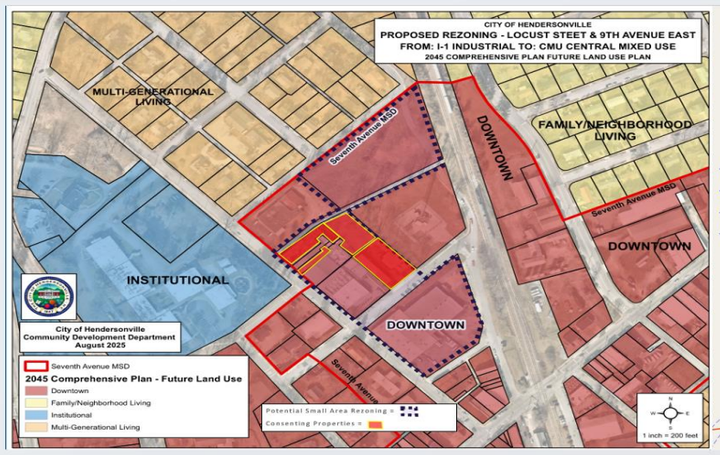
4) CMU Zoning would prevent incompatible uses.







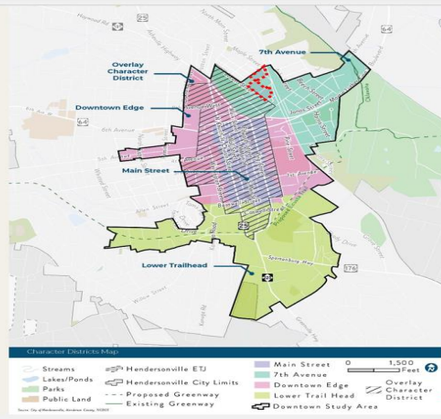




1) Comprehensive Plan Consistency: Future Land Use

+ Downtown
+ MGL
+ Institutional
+ FNL

The subject property is designated as Downtown in the Gen H Comprehensive Plan Future Land Use Map. These parcels were included in the Downtown Master Plan and featured in the 7th Ave Focus Area.



1) Comprehensive Plan Consistency: Downtown Master Plan

[7th Avenue]

These parcels were included in the Downtown Master Plan in the 7th Ave Character Area



In the Downtown Master Plan, the properties were included in the 7th Ave Focus Area in the Gen H Comp Plan. In this conceptual future growth scenario, all of the buildings in this proposed rezoning area are proposed to be preserved with Townhomes shown on the vacant lot behind Miller's. The townhomes and the preservation of existing form is supported by CMU zoning while the I-1 zoning would not permit townhomes and makes the existing buildings non-conforming.

General Rezoning Standards: 1) COMPREHENSIVE PLAN CONSISTENCY

LAND SUPPLY, SUITABILITY & INTENSITY	**Land Supply** - The applicant property was not identified as. Other properties in the potential rezoning area (primarily the vacant properties) were identified as ***Underutilized*** in the Land Supply Map. **Suitability** – These underutilized properties were identified as ***Moderate to Highly Suitable*** for all three - Residential, Industrial and Commercial uses. **Development Intensity** - The subject property is located in an area designated as ***Highest***. **Focus Area** - The subject property is located in the ***7th Ave Focus Area*** and adjacent to the ***Downtown Edge Focus Area***. The existing buildings are shown to be preserved. The vacant lot on Lynn St is shown as townhomes. It states that new uses in the area should be "*…a mix of residential and commercial uses. New development should be sensitive to the character and form of the surrounding context.*" **Focused Intensity Node** – Downtown is its own Focused Intensity Node. **Downtown Master Plan** – The properties are located in the Downtown Master Plan and designated in the ***7th Ave Downtown Character*** Area. Locust St is designated as a ***Downtown*** street type.
FUTURE LAND USE & CONSERVATION MAP	• **Character Area Designation:** Downtown • **Character Area Description:** Consistent with CMU • **Downtown Character Area Designation:** 7th Ave • **Downtown Character Area Description:** Consistent with CMU • **Zoning Crosswalk:** Consistent with CMU

1) Continuing our review of the **Comprehensive Plan Consistency.** Staff finds the staff proposed zoning to CMU is Consistent with the Character Area Description for Downtown.

General Rezoning Standards: 2) COMPATIBILITY

EXISTING CONDITIONS

- Current minimum lot size for I-1 = 40,000 Sq Ft
  - The average lot size along Locust St = 10,890 Sq Ft
  - The average lot size per suite = 6,000 Sq Ft
  - The smallest parcel = 3,000 Sq Ft
- Current minimum setbacks for I-1 = 30' front / 20' side + rear
  - The existing building setbacks = 0'
- **Existing Conditions do not match Current Zoning**

GEN H GOALS

I-1 Compatibility	CMU Compatibility
Vibrant Neighborhoods: Inconsistent	**Vibrant Neighborhoods:** Consistent
Abundant Housing Choices: Inconsistent	**Abundant Housing Choices:** Consistent
Healthy & Accessible Natural Environment: Inconsistent	**Healthy & Accessible Natural Environment:** Somewhat Con
Authentic Community Character: Inconsistent	**Authentic Community Character:** Consistent
Safe Streets and Trails: Inconsistent	**Safe Streets and Trails:** Consistent
Reliable & Accessible Utility Services: Inconsistent	**Reliable & Accessible Utility Services:** Consistent
Satisfying Work Opportunities: Consistent	**Satisfying Work Opportunities:** Consistent
Welcoming & Inclusive Community: Inconsistent	**Welcoming & Inclusive Community:** Consistent
Accessible / Available Community Services: Consistent	**Accessible / Available Community Services:** Consistent
Resilient Community: Inconsistent	**Resilient Community:** Inconsistent

GEN H GUIDING PRINCIPLES

Mix of Uses: Inconsistent	**Mix of Uses:** Consistent
Compact Development: Inconsistent	**Compact Development:** Consistent
Sense of Place: Inconsistent	**Sense of Place:** Consistent
Conserved/Integrated Open Spaces: Inconsistent	**Conserved/Integrated Open Spaces:** Consistent
Desirable & Affordable Housing: Inconsistent	**Desirable & Affordable Housing:** Consistent
Connectivity: Inconsistent	**Connectivity:** Consistent
Efficient & Accessible Infrastructure: Inconsistent	**Efficient & Accessible Infrastructure:** Consistent

EXISTING CONDITIONS

The subject property and each property proposed for the small area rezoning is currently zoned I-1, Industrial.
The subject property is part of a row of buildings fronting Locust St extending from Lynn St to 8th Ave. These buildings were constructed in 1926 and served as the Coca-Cola bottling plant. It was conveyed to staff that the buildings had a spur line connection to the railroad which ran under 8th Ave and was used to deliver and receive goods. The spur line is gone and the nearby railroad is currently only used for the storage of freight cars. This row of zero-lot line buildings is divided into separate units, each of which is owned individually or as part of a condominium association. Some units are vacant while the others are active with the following uses: small-scale manufacturing, office, retail, and microbrewery. Other neighboring properties considered for the rezoning including two vacant lots on Lynn St, the Guidon Brewing property on 8th Ave and the multi-tenant ProSource plumbing and hardware building at 806 Locust St. Each of the known current land uses for these properties are permissible under CMU and I-1.

Current minimum lot size for I-1 is 40,000 Sq Ft. The average lot size along Locust St is 10,890 Sq Ft. The smallest parcel is 3,000 Sq Ft. As you can see, the minimum lot size requirements for I-1 do not align with the existing conditions for lot size.
Current minimum setbacks for I-1 are 30' front and 20' on the side + rear. The setbacks of the existing buildings are 0' meaning they are built to the property line on at least one side with several structures having 0' setbacks on all sides. As you can see, the minimum setback requirements for I-1 do not align with the ex**isting Conditions**
Furthermore, because each of the existing structures on these properties do not meet these dimensional requirements, they are classified as "legal, non-conforming" structures. This makes these properties subject to the Non-conforming Standards in Chapter 6 of the Zoning Code. Rezoning to CMU would reclassify the structures as conforming and these properties would no longer be subject to Non-conforming Standards.

Furthermore, Rezoning to CMU would not create any Non-conforming Uses. The uses that are in place today would be permitted under CMU, including Small-Scale Manufacturing. As stated previously, many of the uses permitted under I-1 would be incompatible with these existing land uses. Meanwhile the uses in CMU that are not permitted in I-1 are compatible with the area. Examples of these CMU uses not allowed in I-1 include: Multi-Family Residential, Music & Art Studios, Offices (business, professional and public), Theatres, Dance & Fitness Facilities, Cultural Art Buildings, etc.
In summary, when considering the differences between the existing conditions and the standards of both I-1 and CMU, it is clear that CMU is much more compatible with the Locust St / 7th Ave area.

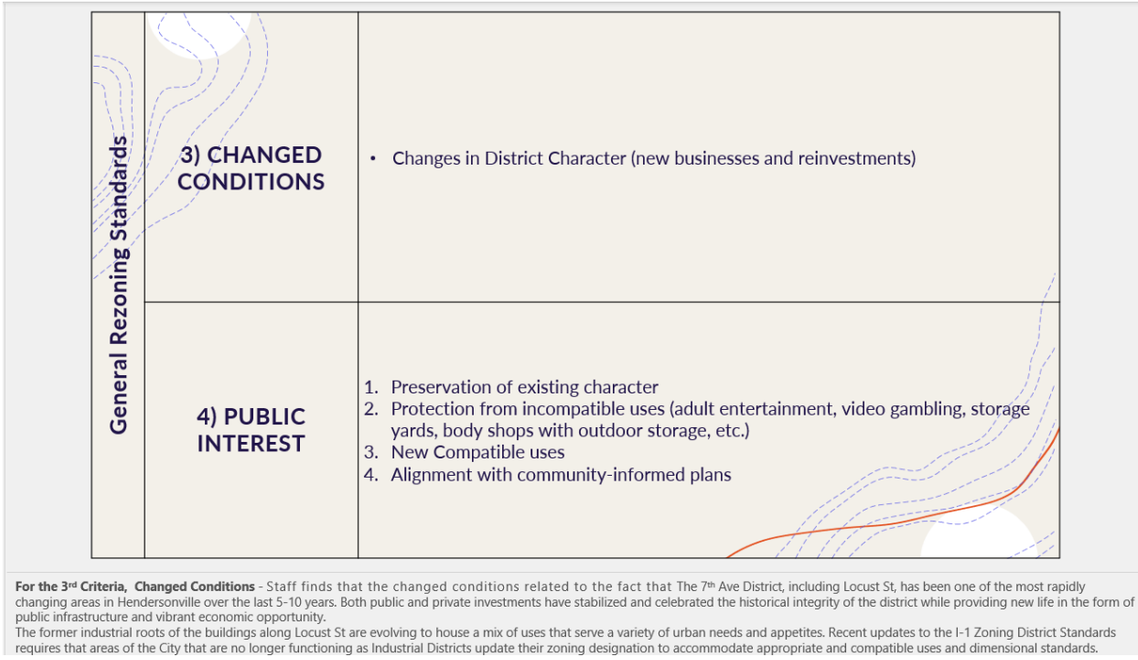
In addition to evaluating Compatibility as it relates to Existing Conditions, Staff evaluated the proposal against the Goals and Guiding Principles of the Gen H Comprehensive Plan. Staff has highlighted the different aspects of the Goals and Guiding principles where they differed between I-1 and CMU. Staff found that I-1 was Inconsistent with 8 of the 10 Gen H Goals while CMU was Consistent or Somewhat Consistent with all 10 Goals. Similarly, I-1 was Inconsistent with all 7 of the Gen H Guiding Principles. Conversely, CMU was Consistent with all 7 Guiding Principles.
The reason that the I-1 zoning is so at odds with the Comp Plan is primarily due the hefty dimensional standards under I-1, the non-conformity of existing buildings, and the lack of design considerations for new development.

General Rezoning Standards: 2) COMPATIBILITY

DESIGN GUIDELINES ASSESSMENT (Chapter V)

The existing buildings on Locust St from Lynn St to 8th Ave are excellent example of historic buildings that reflect the type of traditional design that is promoted by the *Downtown Design Guidelines*. But because no new development is proposed, a full assessment of the building and site design was not performed.

Since these properties are included in the study area for the Downtown Master Plan, staff considered the implications of the Design Guidelines. However, since no new development is proposed, a full analysis of the Downtown Design Standards was not performed.

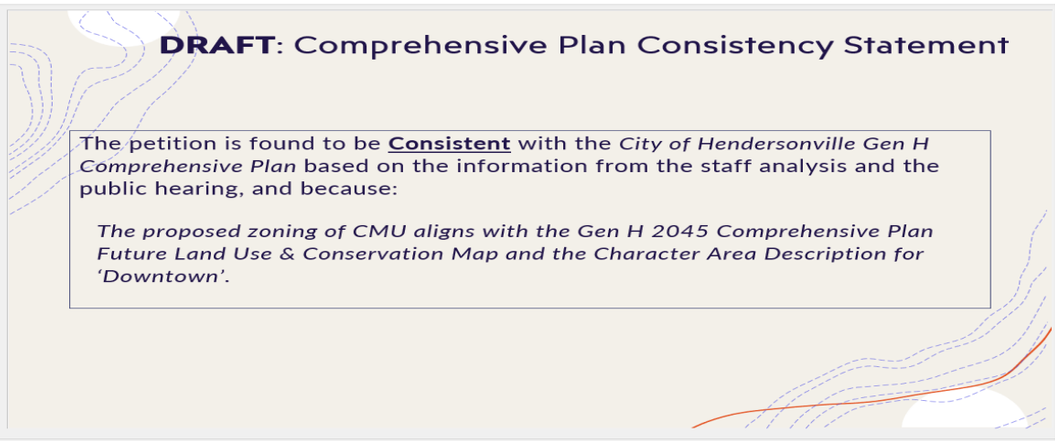


For the 3rd Criteria, Changed Conditions - Staff finds that the changed conditions related to the fact that The 7th Ave District, including Locust St, has been one of the most rapidly changing areas in Hendersonville over the last 5-10 years. Both public and private investments have stabilized and celebrated the historical integrity of the district while providing new life in the form of public infrastructure and vibrant economic opportunity.
The former industrial roots of the buildings along Locust St are evolving to house a mix of uses that serve a variety of urban needs and appetites. Recent updates to the I-1 Zoning District Standards requires that areas of the City that are no longer functioning as Industrial Districts update their zoning designation to accommodate appropriate and compatible uses and dimensional standards.

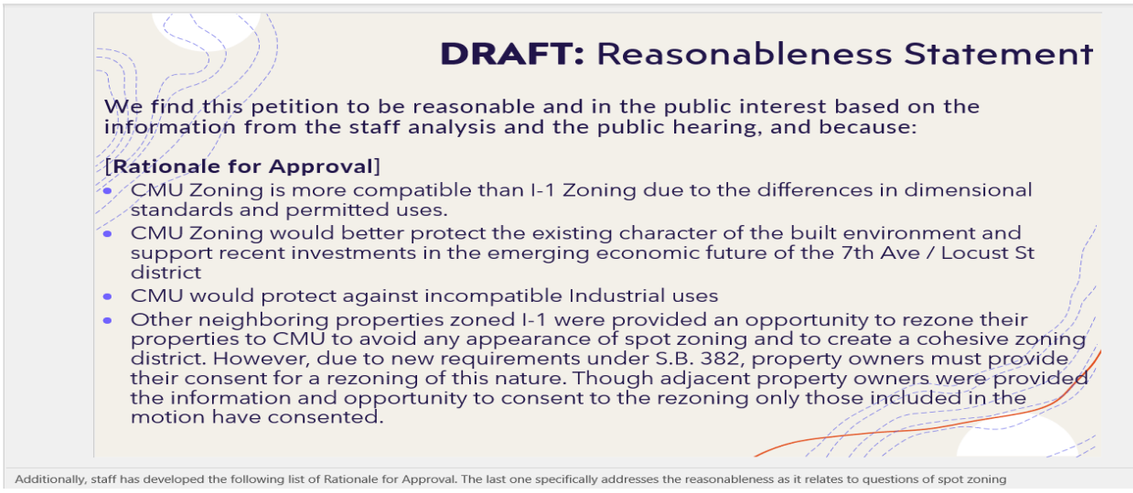
Public Interest - Adoption of CMU zoning would have a range of positive impacts for the broader community. 1) CMU would make existing non-conforming buildings conforming. This would help to preserve the existing character of the area - allowing these buildings to be expanded in conformity with existing character and to be rebuilt in the case of a disaster, 2) CMU would prevent incompatible Industrial Land Uses such as: *adult entertainment, storage yards, body shops, video gambling, animal boarding, fast food, treatment plants,* etc. 3) CMU would allow for new uses that are compatible with the emerging character of the area such as the current uses on Locust St & 7th Ave and additional uses that are complimentary to those uses (see compatibility above). 4) CMU zoning aligns with the community-led, publicly-informed and Council-adopted growth management vision for the City.



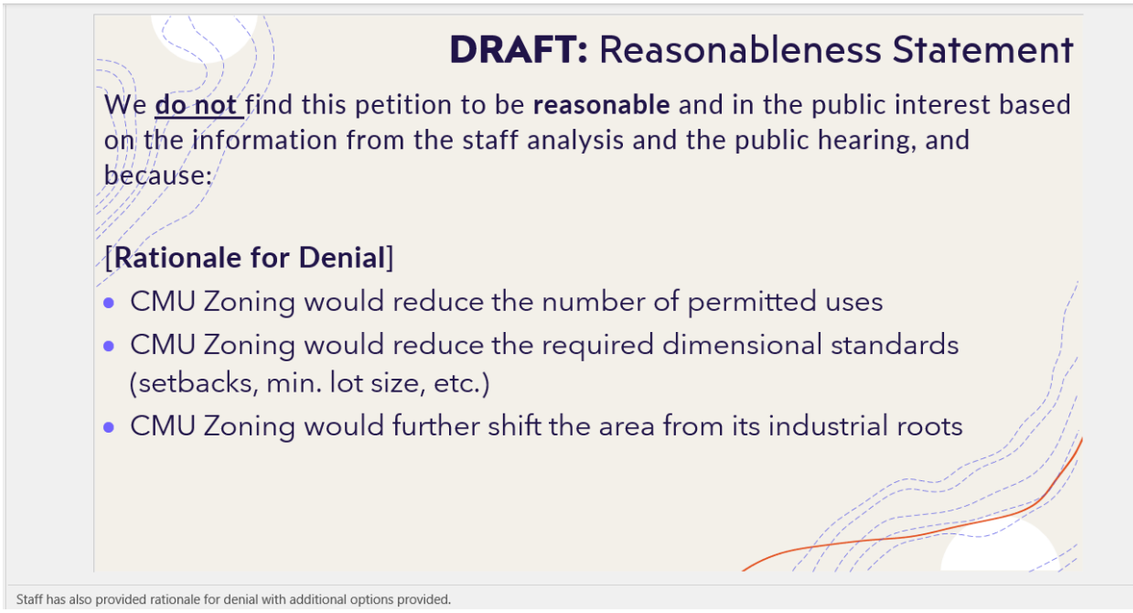
The 5th Criteria is Public Facilities – The Subject Properties would remain to be served with City Services.
For the 6th Criteria, Effect on Natural Environment – No impact to Natural Environment



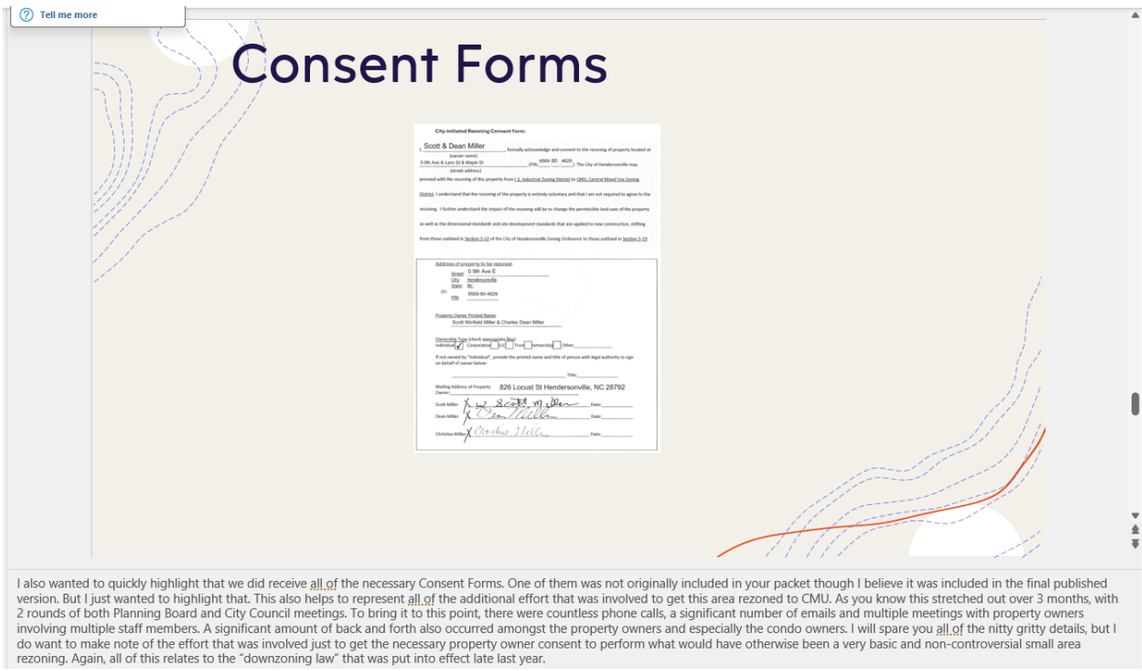
For your consideration, staff has developed the following Comprehensive Plan Consistency Statement.



Additionally, staff has developed the following list of Rationale for Approval. The last one specifically addresses the reasonableness as it relates to questions of spot zoning



Staff has also provided rationale for denial with additional options provided.



I also wanted to quickly highlight that we did receive all of the necessary Consent Forms. One of them was not originally included in your packet though I believe it was included in the final published version. But I just wanted to highlight that. This also helps to represent all of the additional effort that was involved to get this area rezoned to CMU. As you know this stretched out over 3 months, with 2 rounds of both Planning Board and City Council meetings. To bring it to this point, there were countless phone calls, a significant number of emails and multiple meetings with property owners involving multiple staff members. A significant amount of back and forth also occurred amongst the property owners and especially the condo owners. I will spare you all of the nitty gritty details, but I do want to make note of the effort that was involved just to get the necessary property owner consent to perform what would have otherwise been a very basic and non-controversial small area rezoning. Again, all of this relates to the "downzoning law" that was put into effect late last year.

The public hearing was opened at 6:28 p.m.

Lynne Williams spoke about her concern about the protection of character of the building types, the height, the trees that are there and the stream that runs through there.

The public hearing was closed at 6:30 p.m.

Council Member Jennifer Hensley moved City Council adopt an ordinance amending the official zoning map of the City of Hendersonville changing the zoning designation of properties possessing PIN: 9569-80-4629, from I-1, Industrial Zoning District to CMU, Central Mixed Use Zoning District, based on the following:

1. The petition is found to be consistent with the City of Hendersonville Gen H Comprehensive Plan based on the information from the staff analysis and because:

> ***The proposed zoning of CMU aligns with the Gen H 2045 Comprehensive Plan Future Land Use & Conservation Map and the Character Area Description for 'Downtown'.***

2. Furthermore, we find this petition to be reasonable and in the public interest based on the information from the staff analysis, public hearing and because:

1. ***CMU Zoning is more compatible than I-1 Zoning due to the differences in dimensional standards and permitted uses.***
2. ***CMU Zoning better protects the existing character of the built environment and supports recent reinvestment in the economic vitality of the 7th Ave District***
3. ***CMU Zoning will protect against incompatible Industrial uses.***

A unanimous vote of the Council followed. Motion carried.

Ordinance #O-25-61

AN ORDINANCE OF THE CITY OF HENDERSONVILLE CITY COUNCIL TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF HENDERSONVILLE FOR CERTAIN PARCEL (POSSESSING PIN NUMBER: 9569-80-4629) BY CHANGING THE ZONING DESIGNATION FROM I-1 INDUSTRIAL ZONING DISTRICT TO CMU, CENTRAL MIXED USE ZONING DISTRICT

IN RE: Parcel Numbers: 9569-80-4629
Locust St Small Area Rezoning | File # 25-78-RZO

WHEREAS, the Planning Board took up this application at its regular meeting on October 9, 2025; voting 9-0 to recommend City Council adopt an ordinance amending the official zoning map of the City of Hendersonville, and

WHEREAS, City Council took up this application at its regular meeting on December 4, 2025, and

WHEREAS, City Council has found that this zoning map amendment is consistent with the City's comprehensive plan, and that it is reasonable and in the public interest for the reasons stated, and

WHEREAS, City Council has conducted a public hearing as required by the North Carolina General Statutes on December 4, 2025,

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Hendersonville, North Carolina:

1. Pursuant to Article XI of the Zoning Ordinance of the City of Hendersonville, North Carolina, the Zoning Map is hereby amended by changing the zoning designation of the following: 9569-80-4629, by changing the zoning designation from I-1 Industrial Zoning District to CMU, Central Mixed Use Zoning District

2. Any development of this parcel shall occur in accordance with the Zoning Ordinance of the City of Hendersonville, North Carolina.

3. This ordinance shall be in full force and effect from and after the date of its adoption.

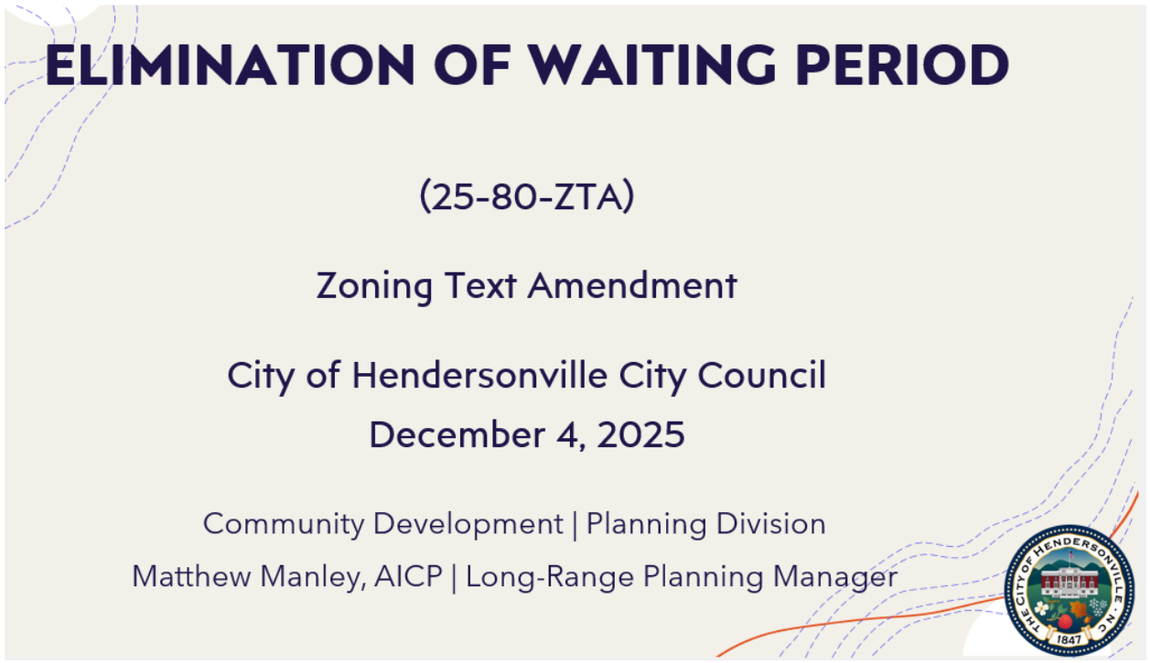
Adopted this 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

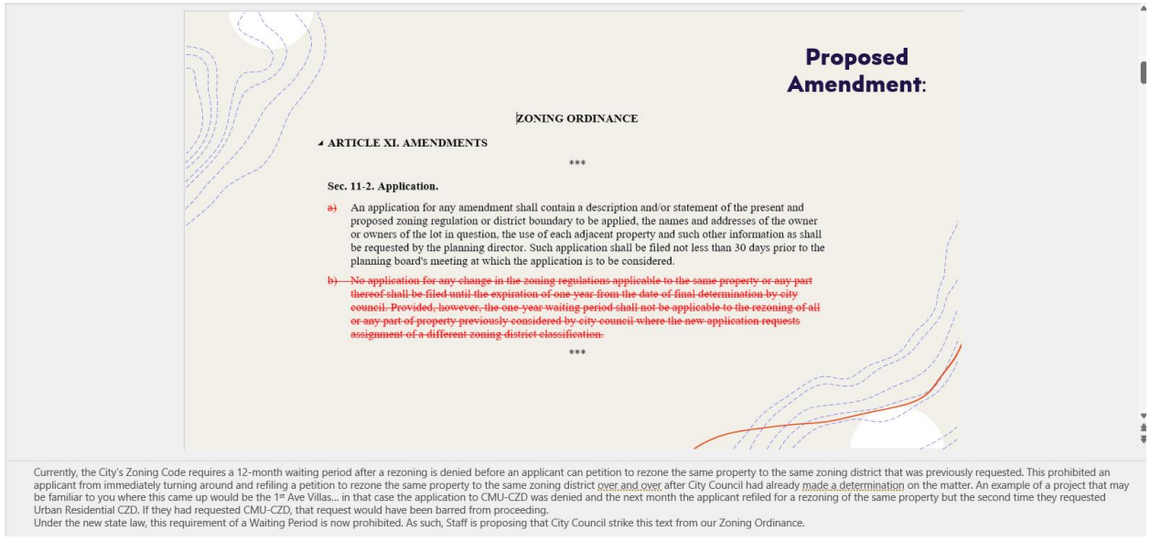
C. Zoning Text Amendment: Elimination of Waiting Period (25-80-ZTA) – *Matthew Manley, AICP, Long-Range Planning Manager*

Matt Manley explained that the City of Hendersonville is initiating a zoning text amendment to update language in Article IX which addresses procedures for rezonings (zoning map amendments). The updates are based on recent changes to State Law (HB 926) which state the following: "A development regulation or unified development ordinance may not include waiting periods prohibiting a landowner, developer, or applicant from refiling a denied or withdrawn application for a zoning map amendment, text amendment, development application, or request for development approval." Additionally, language is proposed to be stricken as it

relates to “Protest Petitions” which were prohibited by state law in 2015. More information on this is available here: https://www.sog.unc.edu/resources/legal-summaries/protest-petitions Planning Board unanimously supported this text amendment at their meeting on November 13, 2025.







~~11-5-3 Protest petitions.~~

~~11-5-3.1 Effect.~~ ~~In case of a qualified protest against a zoning map amendment, that amendment shall not become effective except by favorable vote of three-fourths of all members of the city council. The foregoing provisions concerning protests shall not be applicable to any amendment which initially zones property added to the territorial coverage of the ordinance as a result of annexation.~~

~~To qualify as a protest against a zoning map amendment, the petition must be signed by the owners of either 20 percent or more of the area included in the proposed change or five percent of a 100-foot wide buffer extending along the entire boundary of each discrete or separate area proposed to be rezoned. A street right-of-way shall not be considered in computing the 100-foot buffer area as long as that street right-of-way is 100 feet wide or less. When less than an entire parcel of land is subject to the proposed zoning map amendment, the 100-foot buffer shall be measured from the property line of that parcel. In the absence of evidence to that contrary, the city may rely on the county tax listing to determine the "owners" of potentially qualifying areas.~~

~~11-5-3.2 Petition form and requirements.~~ ~~No protest against any change in, or amendment to the zoning map shall be valid or effective for the purposes of this section unless it be in the form of a written petition actually bearing the signatures of the requisite number of property owners and stating that the signers do protest the proposed change or amendment, and unless it shall have been received by the city clerk in sufficient time to allow the city at least two normal work days, excluding Saturdays, Sundays and legal holidays, before the date established for a public hearing on the proposed change or amendment to determine the sufficiency and accuracy of the petition. In addition to the proper owner signatures, a protest petition shall identify each property owner signing the petition by address and by parcel qualifying the property owner to protest. Identification of qualifying parcel shall be by Henderson County Land Records map and parcel identification number. A person who has signed a protest petition may withdraw their name from the petition at any time prior to the vote on the proposed zoning amendment. Only those protest petitions that meet the qualifying standards set forth in this section at the time of the vote on the zoning amendment shall trigger the supermajority voting requirement.~~

Proposed Amendment:

Similarly, back in 2015 changes to State Law removed the process for a "Protest Petiton". Another procedure for appealing a rezoning decision is now in place, however the old language was still on the books in Chapter 11 and therefore staff is also proposing that City Council strike this language from the Zoning Ordinance.

General Rezoning Standards: 1) COMPREHENSIVE PLAN CONSISTENCY	
LAND SUPPLY, SUITABILITY & INTENSITY	• **Supply**: N/A • **Suitability**: N/A • **Intensity**: N/A
FUTURE LAND USE & CONSERVATION MAP	**Character Area Designations:** N/A **Character Area Descriptions:** N/A **Zoning Crosswalk:** N/A **Focus Area:** N/A

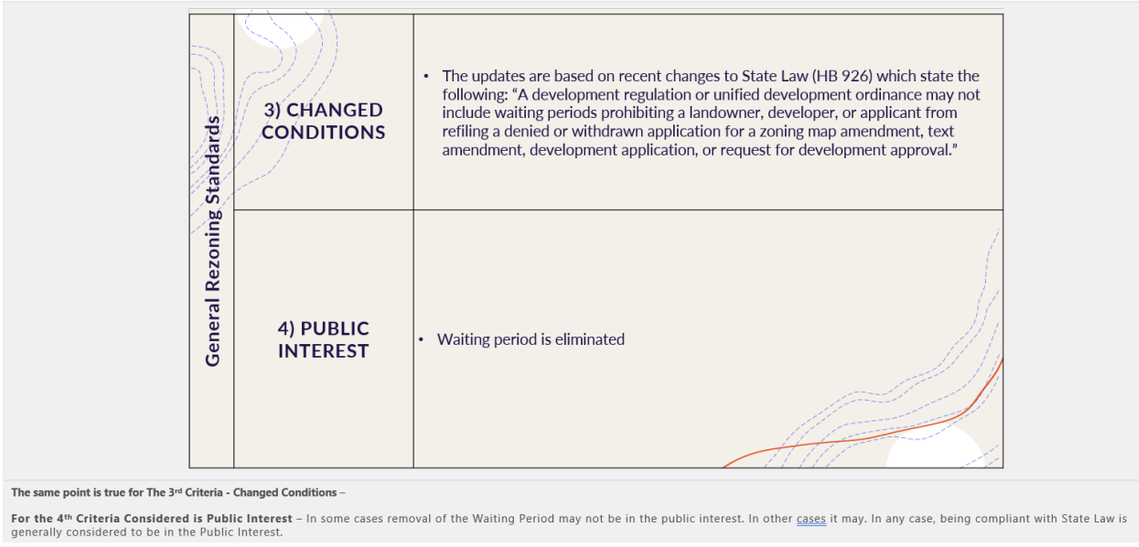
1) Now that we have reviewed the proposed text amendments, let's take a look at the first Criteria considered for a text amendment which is **Comprehensive Plan Consistency.** Staff finds the proposal to be consistent with the Gen H Comprehensive Plan Character Area Descriptions for the Downtown Character Area

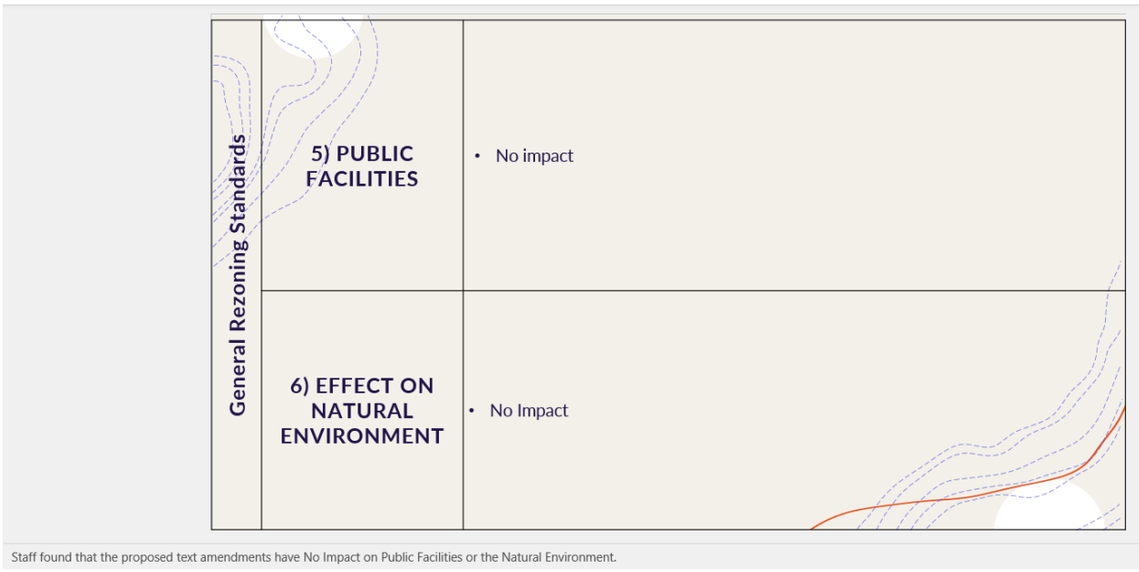
General Rezoning Standards: 2) COMPATIBILITY	
EXISTING CONDITIONS	Changes to State Law require the elimination of a waiting period after a rezoning petition is denied.
RELEVANT GEN H GOALS	N/A
GEN H GUIDING PRINCIPLES	N/A

For considering Compatibility, staff reviewed the proposed changes with Existing Conditions related to the adoption of the new state law.

General Rezoning Standards: 2) COMPATIBILITY	
DESIGN GUIDELINES ASSESSMENT (Chapter V)	**Focus Areas** – [Consistent with Downtown Edge + 7th Ave] **Public Realm** – [Consistent – On-street parking is key feature of proposed street typologies] **Site Design** – [Consistent – Proposes Parking Maximums] **Building Design** – N/A

Staff also considered the changes at a high level with the Design Guidelines from the Downtown Master Plan finding the proposals to be consistent with the Focus Areas of Downtown Edge & 7th Ave, the recommendations for Public Realm and Site Design considerations.





The public hearing was opened at 6:35 p.m.

Lynne Williams spoke about how traumatic it is to go through these processes back-to-back and choose between coming to all these meetings or our families.

The public hearing was closed at 6:36 p.m.

Council member Jennifer Hensley moved that City Council adopt an ordinance amending the official City of Hendersonville Zoning Ordinance Article IX. 'Amendments' to align with NC General Statute based on the following:

1. The petition is found to be consistent with the Gen H Comprehensive Plan based on the information from the staff analysis and the public hearing, and because:

The proposed amendments align with the Gen H Comprehensive Plan

2. We find this petition, in conjunction with the recommendations presented by staff, to be reasonable and in the public interest based on the information from the staff analysis and the public hearing, and because:

1. ***The proposed changes bring the Zoning Ordinance into alignment with NC General Statute with the elimination of waiting periods for denied rezoning applications***
2. ***The proposed changes bring the Zoning Ordinance into alignment with NC General Statute by eliminating the provisions for protest petitions***

A unanimous vote of the Council followed. Motion carried.

Ordinance #O-25-62

AN ORDINANCE OF THE CITY OF HENDERSONVILLE CITY COUNCIL TO AMEND CITY OF HENDERSONVILLE ZONING ORDINANCE, ARTICLE XI. 'AMENDMENTS' TO COMPLY WITH GENERAL STATUTE

WHEREAS, the Planning Board reviewed this petition for a zoning text amendment at its regular meeting on November 13, 2025; voting 7-0 to recommend City Council adopt an ordinance amending the City of Hendersonville Zoning Ordinance, and

WHEREAS, City Council took up this application at its regular meeting on December 4, 2025, and

WHEREAS, City Council has found that this zoning text amendment is consistent with the City's comprehensive plan, and that it is reasonable and in the public interest for the reasons stated, and

WHEREAS, General Statute (HB 926) now states that a "development regulation or unified development ordinance may not include waiting periods prohibiting a landowner, developer, or applicant from refiling a denied or withdrawn application for a zoning map amendment, text amendment, development application, or request for development approval", and

WHEREAS, General Statute abolished "protest petitions" in 2015, and

WHEREAS, City Council has conducted a public hearing as required by the North Carolina General Statutes on December 4, 2025,

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Hendersonville that:

SECTION 1. The City of Hendersonville Zoning Ordinance, Article XI. 'Amendments' is hereby amended as follows:

ZONING ORDINANCE

ARTICLE XI. AMENDMENTS

***

Sec. 11-2. Application.

~~a)~~ An application for any amendment shall contain a description and/or statement of the present and proposed zoning regulation or district boundary to be applied, the names and addresses of the owner or owners of the lot in question, the use of each adjacent property and such other information as shall be requested by the planning director. Such application shall be filed not less than 30 days prior to the planning board's meeting at which the application is to be considered.

~~b) No application for any change in the zoning regulations applicable to the same property or any part thereof shall be filed until the expiration of one year from the date of final determination by city council. Provided, however, the one-year waiting period shall not be applicable to the rezoning of all or any part of property previously considered by city council where the new application requests assignment of a different zoning district classification.~~

***

Sec. 11-5. Action by the city council

***

~~**11-5-3 Protest petitions.**~~

~~**11-5-3.1 Effect.** In case of a qualified protest against a zoning map amendment, that amendment shall not become effective except by favorable vote of three-fourths of all members of the city council. The foregoing provisions concerning protests shall not be applicable to any amendment which initially zones property added to the territorial coverage of the ordinance as a result of annexation.~~

~~To qualify as a protest against a zoning map amendment, the petition must be signed by the owners of either 20 percent or more of the area included in the proposed change or five percent of a 100-foot wide buffer extending along the entire boundary of each discrete or separate area proposed to be rezoned. A street right-of-way shall not be considered in computing the 100-foot buffer area as long as that street right-of-way is 100 feet wide or less. When less than an entire parcel of land is subject to the proposed zoning map amendment, the 100-foot buffer shall be measured from the property line of that parcel. In the absence of evidence to that contrary, the city may rely on the county tax listing to determine the "owners" of potentially qualifying areas.~~

~~**11-5-3.2 Petition form and requirements.** No protest against any change in, or amendment to the zoning map shall be valid or effective for the purposes of this section unless it be in the form of a written petition actually bearing the signatures of the requisite number of property owners and stating that the signers do protest the proposed change or amendment, and unless it shall have been received by the city clerk in sufficient time to allow the city at least two normal work days, excluding Saturdays, Sundays and legal holidays, before the date established for a public hearing on the proposed change or amendment to determine the sufficiency and accuracy of the petition. In addition to the proper owner signatures, a protest petition shall~~

~~identify each property owner signing the petition by address and by parcel qualifying the property owner to protest. Identification of qualifying parcel shall be by Henderson County Land Records map and parcel identification number. A person who has signed a protest petition may withdraw their name from the petition at any time prior to the vote on the proposed zoning amendment. Only those protest petitions that meet the qualifying standards set forth in this section at the time of the vote on the zoning amendment shall trigger the supermajority voting requirement.~~

11-5-~~4~~3 Property owner consent under certain circumstances.

Amendments, modifications, supplements, repeal or other changes in zoning regulations and restrictions and zone boundaries shall not be applicable or enforceable without the consent of the owner with regard to lots for which building permits have been issued pursuant to G.S. 160D-403 and G.S. 160D-1110 prior to the enactment of the ordinance making the change or changes so long as the permits remain valid and unexpired pursuant to G.S. 160D-403(c) and G.S. 160D-1111, and unrevoked pursuant to G.S. 160D-403(f) and G.S. 160D-1115.

***

SECTION 2. If any provision of this ordinance or its application is held invalid, the invalidity does not affect other provisions or applications of this ordinance that can be given effect without the invalid provisions or application, and to this end the provisions of this ordinance are severable.

SECTION 3. It is the intention of the City Council and it is hereby ordained, that the provisions of this ordinance shall become and be made part of the Code of Ordinances, City of Hendersonville, North Carolina, and the sections of this ordinance may be renumbered to accomplish such intention.

SECTION 4. This Ordinance shall be effective upon its adoption.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

D. Zoning Text Amendment: C-4 Upzoning Update (25-76-ZTA) – Matthew Manley, AICP, Long-Range Planning Manager

Matt Manley explained that the City of Hendersonville has initiated a zoning text amendment to modify the uses and the dimensional standards of the C-4, Neighborhood Commercial Zoning District. The proposed updates to this zoning district are precipitated by changes to state law, specifically the 'downzoning' law which went into effect late last year. This law eliminated the City's authority to rezone property at its discretion. It requires property owner consent for any rezoning that would be deemed a "downzoning" according to the definition provided in the law. While it may seem logical and intuitive that rezoning from residential to neighborhood commercial would be an 'upzoning', it is not according to the State's definition of 'downzoning'. Therefore, to ensure that rezoning from residential to neighborhood commercial is an upzoning, all uses allowed under the City's residential zoning districts must also be allowed in C-4. Similarly, the dimensional standards may not be more restrictive in C-4 than in a residential district in order to avoid a downzoning. Staff is proposing to add 4 new permitted uses and 4 new special uses to C-4 that are currently allowed in the City's Residential Zoning Districts. Additionally, staff proposes to move 4 currently permitted uses to special uses under C-4 and to add minor setback requirements under the Supplementary Standards for these uses. Dimensional standards are proposed to be reduced to align with R-6, the City's least restrictive residential zoning district. Planning Board unanimously supported the proposal at their meeting on November 13, 2025. Staff made one adjustment based on legal review. Four uses (Gas/Convenience Store, Coin Laundry, Service Stations, & Car Washes) that the Planning Board proposed to be moved from the list of Permitted Uses to the list of Special Uses have been kept on the list of Permitted Uses but they will have the proposed additional Supplementary Standards addressing side and rear setbacks when adjacent to residential uses – which accomplishes the same goal as intended by the Planning Board recommendation.

C-4 UPZONING UPDATES

(25-76-ZTA)

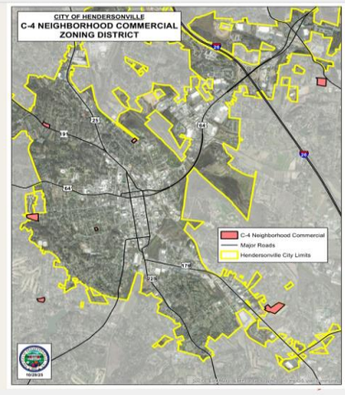
Zoning Text Amendment

City of Hendersonville City Council
December 4, 2025

Community Development | Planning Division
Matthew Manley, AICP | Long-Range Planning Manager

Project Background

- **Project Name:**
  - C-4 Upzoning Updates
  - 25-76-ZTA
- **Applicant/Owner:**
  - City of Hendersonville
- **Articles Amended:**
  - **Zoning Ordinance**
    - Article V – Section 5-9 (C-4)
    - Article XVI – Section 16-4 (Supplementary Standards)
- **Zoning Districts Impacted:**
  - C-4



Neighborhood Commercial Zoning District: C-4

This map illustrates the area that would be impacted by the proposed changes. As you can see, C-4 zoning is not widespread making up less than 1% of the total land area of the City + ETJ. It is generally found at or near intersections along minor thoroughfares

Background: SB382

"**Downzoning Law**" – S.B. 382
- Adopted December 11, 2024 - Counter-active to June 14, 2024
- Eliminates Downzoning authority for municipalities and counties without property-owner consent.
- **State Definition of Downzoning** – a zoning map or text amendment that:

1) Reduces the **permitted uses** of the land that are specified in a zoning ordinance or land development regulation to fewer uses than were allowed under its previous usage.

Interpreted to mean: **a)** Total # of Uses & **b)** Removing a use that was previously permitted.

2) Decreases the development **density** of the land to be less dense than was allowed under its previous usage.

3) Creates any type of **nonconformity** on land not in a residential zoning district, including a nonconforming use, nonconforming lot, nonconforming structure, nonconforming improvement, or nonconforming site element.

Considerations for C-4 Updates:

- **Basic Premise of Proposed ZTA**:

  Rezoning from any Residential zoning district to a Commercial zoning district should be an "Upzoning".

- **Proposed ZTA does this in 3 ways**:

1) Takes any/all Permitted Uses & Special Uses currently allowed in City's Residential Zoning Districts (R Districts) + Adds them to list of Permitted Uses & Special Uses allowed under C-4.
2) Reduces Dimensional Standards in C-4 to meet the least restrictive in R Districts.
3) Makes adjustments as necessary to ensure Compatibility

- **Basic Premise**: Rezoning from any residential zoning district to a commercial zoning district should be an "Upzoning".
- Proposed amendment makes adjustments as necessary to allow for rezoning from residential to neighborhood commercial to be considered an "upzoning".

District Comparisons: Permitted Uses

C-4	R-40	R-20	R-15	R-10	R-6
Permitted Uses	Permitted Uses	Permitted Uses	Permitted Uses	Permitted Uses	Permitted Uses
Accessory dwelling units subject to supplementary standards contained in section 16-4, below	Accessory dwelling units, subject to supplementary standards contained in section 16-4, below	Accessory dwelling units, subject to supplementary standards contained in section 16-4, below	Accessory dwelling units, subject to supplementary standards contained in section 16-4, below	Accessory dwelling units, subject to supplementary standards contained in section 16-4, below	Accessory dwelling units subject to supplementary standards contained in section 16-4, below
Accessory uses and structures	Accessory structures	Accessory structures	Accessory structures	Accessory structures	Accessory structures
Dry cleaning and laundry establishment containing less than 2,000 square feet of floor area	Adult care homes, so long as the use is clearly incidental to the residential use of the dwelling and does not change the essential residential character of the dwelling	Adult care homes so long as the use is clearly incidental to the residential use of the dwelling and does not change the essential residential character of the dwelling	Adult care homes so long as the use is clearly incidental to the residential use of the dwelling and does not change the essential residential character of the dwelling	Adult care homes so long as the use is clearly incidental to the residential use of the dwelling and does not change the essential residential character of the dwelling	Adult care homes so long as the use is clearly incidental to the residential use of the dwelling and does not change the essential residential character of the dwelling
Garage apartments	Agriculture	Camps	Camps	Camps	Camps
Home occupations	Camps	Child care homes so long as the use is clearly incidental to the residential use of the dwelling and does not change the essential residential character of the dwelling	Child care homes so long as the use is clearly incidental to the residential use of the dwelling and does not change the essential residential character of the dwelling	Child care homes so long as the use is clearly incidental to the residential use of the dwelling and does not change the essential residential character of the dwelling	Child care homes so long as the use is clearly incidental to the residential use of the dwelling and does not change the essential residential character of the dwelling
Parks	Child care homes, so long as the use is clearly incidental to the residential use of the dwelling and does not change the essential residential character of the dwelling	Home occupations	Home occupations	Home occupations	Home occupations
Planned residential developments (minor), subject to the requirements of article VII, below	Home occupations	Parks	Parks	Parks	Neighborhood community centers
Residential dwellings, single-family	Parks	Planned residential developments (minor), subject to the requirements of article VII, below	Planned residential developments (minor), subject to the requirements of article VII, below	Planned residential developments (minor), subject to the requirements of article VII, below	Parks
Residential dwellings, two-family	Planned residential developments (minor), subject to the requirements of article VII, below	Religious institutions containing no more than 50,000 square feet of gross floor area	Religious institutions containing no more than 50,000 square feet of gross floor area	Religious institutions containing no more than 50,000 square feet of gross floor area	Planned residential developments (minor), subject to the requirements of article VII, below
Residential dwellings, three-family	Religious institutions containing no more than 50,000 square feet of gross floor area	Residential dwellings, single-family	Residential dwellings, single-family	Residential dwellings, single-family	Religious institutions containing no more than 50,000 square feet of gross floor area
Residential dwellings, four-family	Residential dwellings, single-family	Residential dwellings, two-family	Residential dwellings, two-family	Residential dwellings, two-family	Residential dwellings, single-family

Thinking back to the State Definition for "Downzoning", the first thing staff did was confirm that there are more total Permitted uses in C-4 than in any R District. That let us know that we would not trigger a downzoning based on Part 1. a) of the Downzoning definition.
The next step was to compare the permitted uses in C-4 to all of the uses in R Districts to identify if there were any uses allowed in the Residential Districts that would be taken away if rezoned to C-4. I highlighted those uses in red font.

District Comparisons: Special Uses

C-4	R-40	R-20	R-15	R-10	R-6
Special Uses	Special Uses	Special Uses	Special Uses	Special Uses	Special Uses
Bed and breakfast facilities	Bed and breakfast facilities	Bed and breakfast facilities	Bed and breakfast facilities	Bed and breakfast facilities	Bed and breakfast facilities
Child care centers	Golf driving ranges	Cemeteries	Cemeteries	Public utility facilities	Public utility facilities
Civic clubs and fraternal organizations	Public utility facilities	Public utility facilities	Public utility facilities	Schools, primary and secondary, containing no more than 50,000 square feet of gross floor area	Residential care facilities
Pet-sitting	Schools, primary and secondary, containing no more than 50,000 square feet of gross floor area	Schools, primary and secondary, containing no more than 50,000 square feet of gross floor area	Schools, primary and secondary, containing no more than 50,000 square feet of gross floor area		Schools, primary and secondary, containing no more than 50,000 square feet of gross floor area
Public utility facilities					
Restaurants					

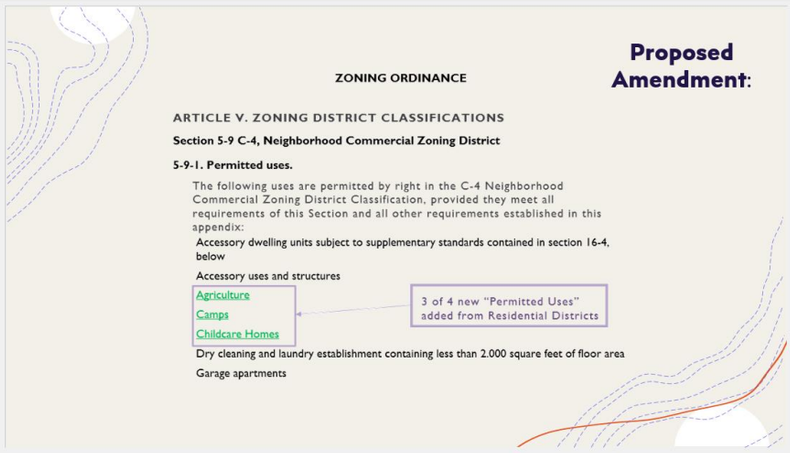
Staff performed the same analysis for the Special Uses.

District Comparisons: Dimensional Standards

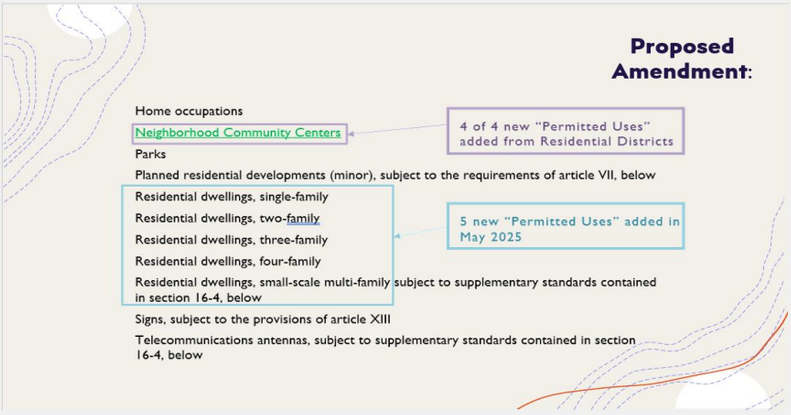
C-4	R-40	R-20	R-15	R-10	R-6
Dimensional Standards	Dimensional Standards	Dimensional Standards	Dimensional Standards	Dimensional Standards	Dimensional Standards
Minimum lot area in square feet: 8,000	40,000	20,000	15,000	10,000	6,000
Lot area per dwelling unit in square feet: N/A	40000	N/A	N/A	N/A	N/A
Minimum lot width at building line in feet: 0	125	80	70	55	45
Minimum yard requirements in feet: Front: 10	Front: 20. Any portion of a building envelope featuring a front-facing garage shall set back the garage portion a minimum of 25 feet.	Front: 15. Any portion of a building envelope featuring a front-facing garage shall set back the garage portion a minimum of 25 feet.	Front: 15. Any portion of a building envelope featuring a front-facing garage shall be setback a minimum of 25 feet.	Front: 10. Any portion of a building envelope featuring a front-facing garage shall be setback a minimum of 25 feet.	Front: 8. Any portion of a building envelope featuring a front-facing garage shall be setback a minimum of 25 feet.
Side: 15	10	10	8	5	5
Rear: 20	25	20	15	15	10
Maximum height in feet: 35	35	35	35	35	35

The next step was to ensure that part 2) of the definition was covered where there can be no reduction in density. Since setbacks, lot sizes and height requirements have an impact on the amount of development that can occur on a site, these dimensional standards cannot be more restrictive or else it is a downzoning. Staff identified the least restrictive standards in the R Districts compared to C-4.

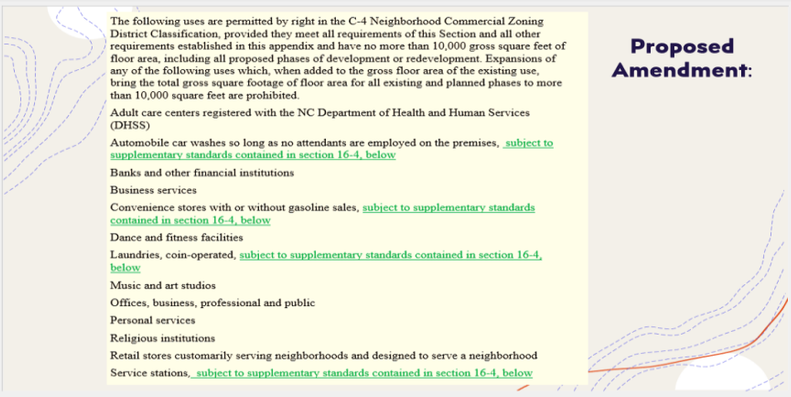
As for Part 3 of the downzoning definition related to Non-conformities, C-4 does not have any standards or requirements that would render an existing building non-conforming.. All existing C-4 structures, uses and lots that are conforming would remain conforming under these changes. And any non-conforming structures, uses and/or lots that currently exist in C-4 would either be brought into conformity or unimpacted by the proposed changes



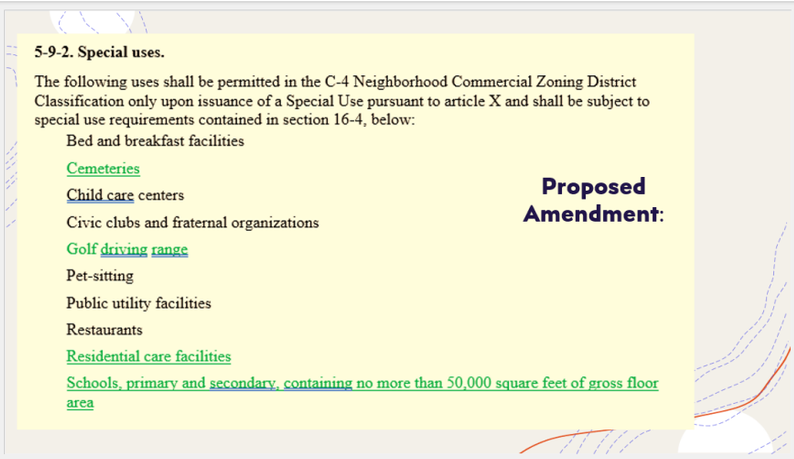
Taking a look at the proposed language in the ordinance. First, we have the new permitted uses that are proposed. These are the uses that are currently permitted in all or some of the Residential Districts that would need to be maintained in C-4 to avoid a downzoning. These include the addition of Agriculture uses, Camps, Childcare homes and Neighborhood Community Centers.



Staff also needs to highlight that 5 permitted uses were added to C-4 this Spring after the SB382 was adopted. So this number should be included when considering the total number of permitted uses resulting from changes to the zoning ordinance after the adoption of SB382.



At the Planning Board staff had proposed to shift 4 uses identified by the Legislative & Long-Range Planning Committee to Special Uses making them subject to Supplementary Standards that would require additional setbacks when adjacent to Residential Uses. This was in response to the proposed reduction of side and rear setbacks (which I will touch on shortly). These 4 uses were seen as having the highest potential for unwanted impacts on neighboring residential uses.
[enter]
After further review, it was determined that this could be achieved without requiring these uses by Special Uses and thus subject to review by the Board of Adjustment. Staff is now recommending that the uses remain on the Permitted Uses list but will be subject to additional setback requirements. Those setback requirements will be in line with the setbacks currently required under C-4 and therefore will have no net impact on these uses.



Again, the version presented to Planning Board included 4 new Special Uses that are needed to align with those Special Uses permitted in Residential Districts, but it also included the 4 Permitted Uses that were proposed to be shifted to Special Uses from the list of Permitted Uses.
[enter]
Based on the information presented on the previous slide, the current proposal is to only include the 4 new Special Uses that will allow C-4 to align with Residential Districts.

Proposed Amendment:

5-9-3. Dimensional requirements.

Minimum lot area in square feet:	~~8,000~~ 6,000
Lot area per dwelling unit in square feet:	N/A
Minimum lot width at building line in feet:	None
Minimum yard requirements in feet:	Front: ~~10~~ 8 Any portion of a building envelope featuring a front-facing garage shall be setback a minimum of 25 feet
	Side: ~~15~~ 5
	Rear: ~~20~~ 10
Accessory structures	Front: Located to side or rear of principal structure.
	Side: 5
	Rear: 5
Maximum Height in feet	35

The proposed changes to the Dimensional Standards will align C-4 with R-6 which is the least restrictive Residential District. This results in a slight reduction in min. lot size and front setback and cuts the side and rear setbacks in half.

Proposed Amendment:

ARTICLE XVI. SUPPLEMENTARY STANDARDS FOR CERTAIN USES

***

Sec. 16-4. Standards.

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16-4-5 Automobile car washes

a) If located adjacent to a single-family or two-family residential use, setbacks along adjacent side and/or rear property lines will be increased by an additional 10'

b) No attendants shall be employed on the premises

***

16-4-12 Convenience stores with or without gasoline sales

c) If located adjacent to a single-family or two-family residential use, setbacks along adjacent side and/or rear property lines will be increased by an additional 10'

***

16-4-17 Laundries, coin-operated

d) If located adjacent to a single-family or two-family residential use, setbacks along adjacent side and/or rear property lines will be increased by an additional 10'

***

16-4-31 Service Stations

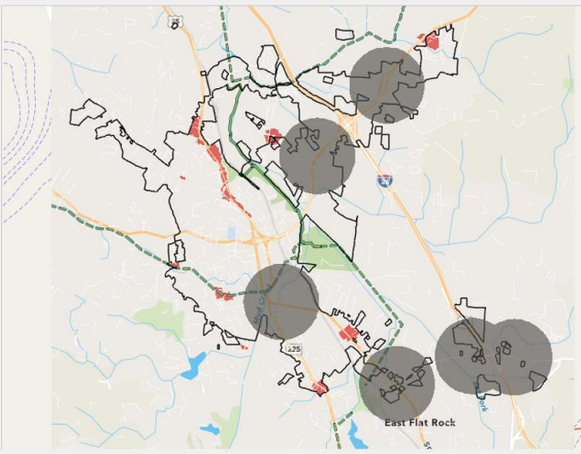
e) If located adjacent to a single-family or two-family residential use, setbacks along adjacent side and/or rear property lines will be increased by an additional 10'

Rear Setbacks
Current Rear = 20'
Proposed Rear = 10'
Adjacent to Residential
= 10'+10' = 20

No net gain/loss

Side Setbacks
Current = 15'
Proposed = 5'
Adjacent to Residential
= 5' + 10' = 15'

The proposed changes to Article 16 relate to the introduction of Supplementary Standards for the 4 uses that were identified by the Legislative Committee and the Planning Board as having potential negative impacts on neighboring residential uses. In this case, the Supplemental Standards for these 4 uses would be that they would have to comply with the same setbacks that are currently required in C-4 if they are located adjacent to a single-family or two-family Residential uses. This results in no net increase in the Dimensional requirements for these uses compared to what is required under today's standards.
I have broken this down further on the right side of the slide and I'm happy to answer any questions about this.



Future Land Use Map:

- Neighborhood Center
- Focused Intensity nodes

As we shift into looking at Comprehensive Plan Consistency, I wanted to highlight the locations where Neighborhood Center is identified on the Future Land Use Map or Character Area Map. Neighborhood Center most closely aligns with the C-4 Zoning District.
You can see the red locations on the map are dispersed in various locations across the City. They are primarily concentrated around key intersections with the exception of Asheville Hwy. I will quickly note, this area along Asheville Hwy in particular is already zoned to a more intense commercial district, but it was shown as Neighborhood Center on the Future Land Use Map to reflect a vision for redevelopment along this corridor. Most of these parcels are not deep and due to their shallow nature they are not conducive to large commercial operations. Additionally, these commercial area are flanked by residential making them ideal of Neighborhood Scale businesses. The close proximity of residential uses is also a contributing factor in limiting the viability of large scale commercial operations along this corridor.
I will also note the distinction between the locations of Neighborhood Center and the "Focused Intensity Nodes." Focused Intensity Nodes are these loosely defined areas concentrated around higher traffic intersections where Major Arterials meet and where more intense land uses are already located and should be located going forward. Similarly, you can think about the Neighborhood Center in the same way in the sense that it is concentrated around a node at an intersection but at a smaller-scale and at the intersections of minor thoroughfares instead of major thoroughfares.

General Rezoning Standards: 1) COMPREHENSIVE PLAN CONSISTENCY

LAND SUPPLY, SUITABILITY & INTENSITY	• **Supply**: N/A • **Suitability**: N/A • **Intensity**: N/A
FUTURE LAND USE & CONSERVATION MAP	**Character Area Designations:** Neighborhood Center **Character Area Descriptions:** Consistent *NEIGHBORHOOD CENTER (NC) Neighborhood Center encompasses small centers (typically up to 100,000 sf of nonresidential space) where local-serving uses may be located within walking distance of and complement surrounding residential uses. Typical uses include grocery and drug stores, coffee shops, dry cleaners, branch banks, restaurants, and a limited amount of residential.* **Zoning Crosswalk:** Consistent **Focus Area:** N/A

1) Continuing on with our review of **Comprehensive Plan Consistency.** Staff finds the proposed changes to the uses and dimensional standards in C-4 to be consistent with the Gen H Comprehensive Plan Character Area Descriptions for Neighborhood Center.

General Rezoning Standards: 2) COMPATIBILITY	
EXISTING CONDITIONS	According to definition in the state statute, rezoning from any of the City's residential zoning districts to a neighborhood commercial zoning district would technically be classified as a 'downzoning'.
RELEVANT GEN H GOALS	**Vibrant Neighborhoods**: [Consistent] **Abundant Housing Choices**: [Consistent] **Healthy and Accessible Natural Environment:** [Somewhat Consistent] **Authentic Community Character**: [Consistent] **Safe Streets and Trails**: [Consistent] **Satisfying Work Opportunities**: [Consistent] **Welcoming & Inclusive Community**: [Consistent] **Accessible & Available Community Uses & Services**: N/A **Resilient Community**: [Consistent]
GEN H GUIDING PRINCIPLES	**Mix of Uses:** [Consistent] **Compact Development:** [Consistent] **Sense of Place:** [Consistent] **Conserved & Integrated Open Spaces:** [Inconsistent] **Desirable & Affordable Housing**: [Consistent] **Connectivity**: [Consistent] **Efficient & Accessible Infrastructure:** [Consistent]

For considering Compatibility, staff reviewed the proposed changes with Existing Conditions and the Goals and Guiding Principles of the Gen H Comprehensive Plan. We find that the proposed amendment is Compatible given the nature of the proposed uses as it relates to the existing uses permitted under C-4. Typically we would not see Agriculture uses, for instance, being added to a Neighborhood Commercial District. Those two things don't intuitively make a lot of sense together. But in terms of creating a pyramid of permitted uses or a "Russian doll" of permitted uses, where all of the uses from a less intense zoning district fit neatly within the permitted uses of a more intense zoning district, then it is necessary in this case to add these uses due to state law.
The proposed changes were also found to be consistent with the Goals & Guiding Principles of the Gen H Plan.

General Rezoning Standards: 2) COMPATIBILITY	
DESIGN GUIDELINES ASSESSMENT (Chapter V)	**Focus Areas** – [Consistent with Downtown Edge + 7th Ave] **Public Realm** – [Consistent – On-street parking is key feature of proposed street typologies] **Site Design** – [Consistent – Proposes Parking Maximums] **Building Design – N/A**

Staff also considered the changes at a high level with the Design Guidelines from the Downtown Master Plan finding the proposals to be consistent with the Focus Areas of Downtown Edge & 7th Ave, the recommendations for Public Realm and Site Design considerations.

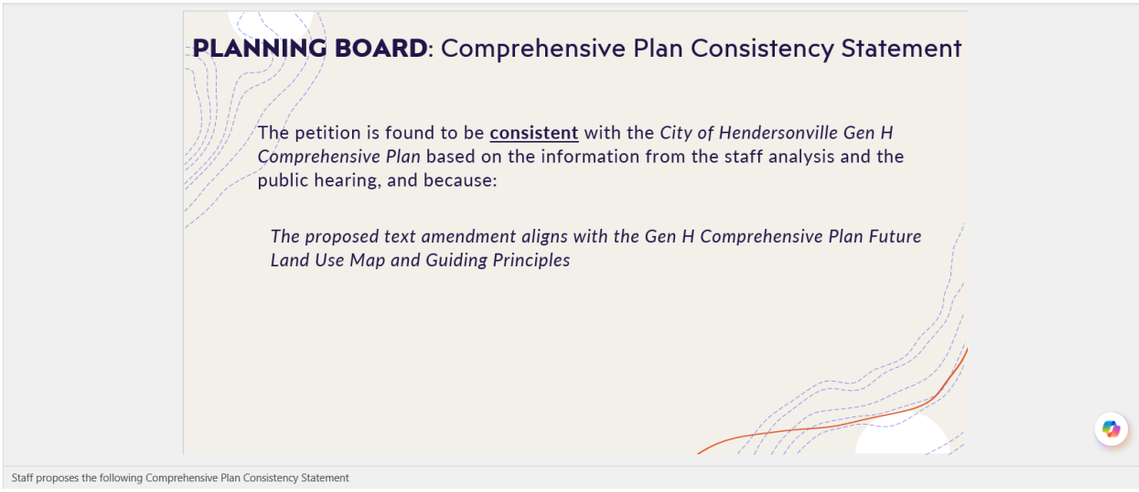
General Rezoning Standards	
3) CHANGED CONDITIONS	• SB382 was adopted into law with an override of the Governor's Veto in December 2024. This law revoked the City's authority to 'downzone' property without property owner consent. The law also broadly defined 'downzoning'.
4) PUBLIC INTEREST	• The proposed amendment would allow for the City to pursue implementation of the City's Gen H Plan when necessary to rezone properties to fulfill the vision for the Neighborhood Center Character Area. This Character Area aligns with the C-4 Zoning District. The C-4 Zoning District will be applied in small, constrained areas concentrated around crossroads on the periphery of residential areas. As such, the districts present important opportunities for establishing neighborhood commercial nodes, mixing uses, reducing commute times and creating new opportunities for the local economy. Because it is applied in small, concentrated areas, perceptions of spot zoning are closely tied to the introduction of C-4 in areas where it is not currently in place. Ensuring that rezoning from residential to C-4 is an upzoning can help to combat perceptions of spot zoning by allowing the City to consider a complete district rather than a single parcel rezoning request by an individual applicant.

The 3rd Criteria Considered is Changed Conditions – As mentioned previously, the text amendment is in response to changes in state law

The 4th Criteria Considered is Public Interest – Allows for implementation of the City's Gen H Plan – specifically as it relates to application of the Neighborhood Center Character Area. This Character Area is generally specific to small constrained areas concentrated around key secondary intersections.

General Rezoning Standards	
5) PUBLIC FACILITIES	• The proposed text amendment would facilitate a mild intensification of commercial development in and around neighborhood edges in key locations around Hendersonville. Infill commercial development allows for greater utilization of existing infrastructure without the need for utility expansion and increased cost of maintenance.
6) EFFECT ON NATURAL ENVIRONMENT	• There are no known environmental impacts and no immediate development proposed.

For **Public Facilities**, Staff found that the proposed text amendments have the potential to allow for greater utilization of existing Public Facilities by creating opportunities for infill development.
For **Natural Environment**, There are no specific environmental impacts associated with this text amendment.



The public hearing was opened at 6:51 p.m.

Lynne Williams spoke about concerns about the C4 coming through and traffic and buffers and uses that come to these areas and you should take a more considered look at everything individually instead of blanket changes.

The public hearing was closed at 6:53 p.m.

Council Member Lyndsey Simpson moved that City Council adopt an ordinance amending the official City of Hendersonville Zoning Ordinance Article V. – 'Zoning District Classifications' and Article XVI. 'Supplementary Standards' to update the C-4, Neighborhood Commercial Zoning District based on the following:

1. The petition is found to be consistent with the Gen H Comprehensive Plan based on the information from the staff analysis and the public hearing, and because:

> ***The proposed amendments align with the Gen H Comprehensive Plan Future Land Use Map & Guiding Principles***

2. We [find] this petition, in conjunction with the recommendations presented by staff, to be reasonable and in the public interest based on the information from the staff analysis and the public hearing, and because:

1. ***The proposed amendment creates an opportunity to accommodate neighborhood commercial infill development.***
2. ***The proposed amendment allows for greater utilization of existing infrastructure.***
3. ***The proposed amendment increases opportunities for additional housing in key locations in the city.***

A unanimous vote of the Council followed. Motion carried.

Ordinance #O-25-63

AN ORDINANCE OF THE CITY OF HENDERSONVILLE CITY COUNCIL TO AMEND CITY OF HENDERSONVILLE ZONING ORDINANCE, 'ARTICLE V. – ZONING DISTRICT CLASSIFICATIONS' AND 'ARTICLE XVI. SUPPLEMENTARY STANDARDS FOR CERTAIN USES' TO UPDATE C-4, NEIGHBORHOOD COMMERCIAL ZONING DISTRICT

WHEREAS, the Planning Board reviewed this petition for a zoning text amendment at its regular meeting on November 13, 2025; voting 7-0 to recommend City Council adopt an ordinance amending the City of Hendersonville Zoning Ordinance, and

WHEREAS, City Council took up this application at its regular meeting on December 4, 2025, and

WHEREAS, City Council has found that this zoning text amendment is consistent with the City's comprehensive plan, and that it is reasonable and in the public interest for the reasons stated, and

WHEREAS, General Statute now requires property owner consent for 'downzoning' properties, and

WHEREAS, the City of Hendersonville believes rezoning property from 'residential' to 'commercial' should be considered an 'upzoning', and

WHEREAS, to account for the definition of 'downzoning' found in General Statute, additional uses and adjustments to dimensional standards in the C-4 Zoning District are required to ensure rezoning property from residential to neighborhood commercial is considered an 'upzoning', and

WHEREAS, City Council has conducted a public hearing as required by the North Carolina General Statutes on December 4, 2025,

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Hendersonville to amend City of Hendersonville Zoning Ordinance, 'Article V. – Zoning District Classifications' And 'Article XVI. Supplementary Standards For Certain Uses' to update C-4, Neighborhood Commercial Zoning District.

ARTICLE V. ZONING DISTRICT CLASSIFICATIONS

Section 5-9 C-4, Neighborhood Commercial Zoning District

5-9-1. Permitted uses.

The following uses are permitted by right in the C-4 Neighborhood Commercial Zoning District Classification, provided they meet all requirements of this Section and all other requirements established in this appendix:

Accessory dwelling units subject to supplementary standards contained in section 16-4, below

Accessory uses and structures

Agriculture

Camps

Childcare Homes

Dry cleaning and laundry establishment containing less than 2.000 square feet of floor area

Garage apartments

Home occupations

Neighborhood Community Centers

Parks

Planned residential developments (minor), subject to the requirements of article VII, below

Residential dwellings, single-family

Residential dwellings, two-family

Residential dwellings, three-family

Residential dwellings, four-family

Residential dwellings, small-scale multi-family subject to supplementary standards contained in section 16-4, below

Signs, subject to the provisions of article XIII

Telecommunications antennas, subject to supplementary standards contained in section 16-4, below

The following uses are permitted by right in the C-4 Neighborhood Commercial Zoning District Classification, provided they meet all requirements of this Section and all other requirements established in this appendix and have no more than 10,000 gross square feet of floor area, including all proposed phases of development or redevelopment. Expansions of any of the following uses which, when added to the gross floor area of the existing use, bring the total gross square footage of floor area for all existing and planned phases to more than 10,000 square feet are prohibited.

Adult care centers registered with the NC Department of Health and Human Services (DHSS)

Automobile car washes so long as no attendants are employed on the premises, subject to supplementary standards contained in section 16-4, below

Banks and other financial institutions

Business services

Convenience stores with or without gasoline sales, subject to supplementary standards contained in section 16-4, below

Dance and fitness facilities

Laundries, coin-operated, subject to supplementary standards contained in section 16-4, below

Music and art studios

Offices, business, professional and public

Personal services

Religious institutions

Retail stores customarily serving neighborhoods and designed to serve a neighborhood

Service stations, subject to supplementary standards contained in section 16-4, below

5-9-2. Special uses.

The following uses shall be permitted in the C-4 Neighborhood Commercial Zoning District Classification only upon issuance of a Special Use pursuant to article X and shall be subject to special use requirements contained in section 16-4, below:

Bed and breakfast facilities

Cemeteries

Child care centers

Civic clubs and fraternal organizations

Golf driving range

Pet-sitting

Public utility facilities

Restaurants

Residential care facilities

Schools, primary and secondary, containing no more than 50,000 square feet of gross floor area

5-9-3. Dimensional requirements.

Minimum lot area in square feet:	~~8,000~~ 6,000
Lot area per dwelling unit in square feet:	N/A
Minimum lot width at building line in feet:	None
Minimum yard requirements in feet:	Front: ~~10~~ 8 Any portion of a building envelope featuring a front-facing garage shall be setback a minimum of 25 feet
	Side: ~~15~~ 5
	Rear: ~~20~~ 10
Accessory structures	Front: Located to side or rear of principal structure.
	Side: 5
	Rear: 5
Maximum Height in feet	35

ARTICLE XVI. SUPPLEMENTARY STANDARDS FOR CERTAIN USES

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Sec. 16-4. Standards.

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16-4-5 Automobile car washes

a) If located adjacent to a single-family or two-family residential use, setbacks along adjacent side and/or rear property lines will be increased by an additional 10'
b) No attendants shall be employed on the premises

16-4-~~5~~6 Bed and breakfast facilities.
a) The facility shall be located in a structure originally constructed as a single-family dwelling or as an inn.
b) The facility shall be limited in the number of guest rooms it contains. Bed and breakfast facilities in residential districts shall contain no more than six guest rooms. Bed and breakfast facilities in other zoning districts shall contain no more than eight guest rooms.
c) The owner of the bed and breakfast or a resident manager shall live on the premises.
d) There shall be no exterior advertising except a sign not to exceed four square feet in area in a residential district. Bed and breakfasts in other districts shall conform with the sign requirements for the district in which they are located.
e) The facility shall meet all building and fire codes, as well as all applicable requirements, including any regulations adopted under authority of the G.S.
f) There shall be a buffer strip meeting the specifications of article XV of the zoning ordinance along any property adjoining a residential use or district.
g) No cooking facilities shall be allowed in the lodging units.
h) Off-street parking meeting the requirements of section 6-5, above, shall be provided. Parking area(s) in or adjacent to residential use districts shall be screened by vegetation, fencing or walls so that vehicles are not visible from the street or from adjacent properties. The applicant shall submit a site plan which shall indicate where the parking is to be located and the manner in which it is to be screened.

16-4-~~6~~7 Bus stations.

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16-4-~~7~~8 Cemeteries.
a) Tombstones, crypts, monuments, mausoleums, and other structures associated with cemeteries must be located at least 25 feet from any side or rear lot line which adjoins lots in a residential district and at least ten feet from any side or rear lot line which adjoins lots in nonresidential districts. In any case, they must be at least 40 feet from any street right-of-way.
b) Buildings for the maintenance, management, rent and/or sale of cemetery lots must be located at least 100 feet from any lot lines which adjoin lots in any residential district. Otherwise any such buildings must conform to the requirements for principal uses in the district where they are located.
c) Crematory services may be provided for human corpses as an accessory use within cemeteries situated on a site containing at least 30 acres, subject to the following special requirements:
1) All applicable local, state, and federal laws and regulations shall be complied with.
2) The crematory shall be enclosed within a building meeting Building and Fire Code requirements.
3) The placement of crematory facilities within property in any residential district shall be 100 feet or more from any exterior property line.

16-4-~~8~~9 Child care centers.
a) Play space must be provided in accordance with the regulations of the NC Department of Health and Human Services (DHSS). Any required outdoor play space must be fenced or otherwise enclosed on all sides and may not include driveways, parking areas or land otherwise unsuited for children's play space and may not be in the required setback.
b) Setback, yard and height requirements will be the minimum required for the district in which it is located.
c) Parking shall be provided as specified in section 6-5.
d) No outdoor play shall be permitted after sundown.

16-4-~~9~~10 Civic clubs and fraternal organizations.
a) All buildings, off-street parking and service areas will be separated by a buffer meeting the requirements of article XV from any abutting residential use or residential district.
b) The use will be located on a lot that fronts a minor or major thoroughfare and primary vehicular access will be provided by means of such minor or major thoroughfare.

16-4-~~10~~11 Congregate care facilities.

***

16-4-12 Convenience stores with or without gasoline sales
a) If located adjacent to a single-family or two-family residential use, setbacks along adjacent side and/or rear property lines will be increased by an additional 10'

16-4-~~11~~13 Cultural arts buildings.

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16-4-~~12~~14 Day center.

***

16-4-~~13~~15 Food pantries.

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16-4-~~14~~16 Golf driving ranges.
a) Lighting, if any, shall be designed and installed so that it is directed away from the roadway and adjacent residentially-zoned or used properties and does not interfere with the safe use of public rights-of-way.
b) Adequate assurance shall be provided, by means of separation, fencing or other means, that the operation of such facility shall not constitute a danger to person or property.
c) Total signage on the property shall not exceed 32 square feet. One freestanding sign may be installed provided it does not exceed eight feet in height. Signs shall not be illuminated except by means of one light bulb per sign face not exceeding 150 watts.

16-4-17 Laundries, coin-operated

a) If located adjacent to a single-family or two-family residential use, setbacks along adjacent side and/or rear property lines will be increased by an additional 10'

16-4-~~15~~18 Microbreweries, micro-distilleries, micro-cideries, and micro-wineries.

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16-4-~~16~~19 Mini-warehouses.

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16-4-~~17~~20 Mobile food vendor.

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16-4-~~18~~21 Nursing homes.

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16-4-~~19~~22 Pet-sitting.

a) No person other than members of the family residing on the premises shall be engaged in pet-sitting.
b) There shall be no change in the outside appearance of the building or premises, or other visible evidence of pet-sitting other than one sign, not exceeding four square feet in area, non-illuminated.
c) At no time are animals permitted to be outdoors unsupervised.
d) No more than six animals total may be boarded for a fee at one time.
e) All animals must be over the age of six months.
f) No outdoor storage of materials or equipment or outdoor facilities, accessory structures, outdoor kennels, or similar devises are permitted in connection with pet-sitting.
g) Animals boarded are restricted to domestic dogs and/or cats.
h) Facilities shall be kept clean, sanitary, and free from accumulations of animal waste.
i) Pet-sitting facilities are subject to all applicable city ordinances including, but not limited to, the noise control ordinance.
j) Facilities shall be operated in compliance with regulation adopted pursuant to the Animal Welfare Act, G.S. 19A-20, et seq., as it may be amended from time to time.
k) No pet-sitting facility shall be operated without all necessary licensure, certification or other form of permission from the state and any other governmental agency with jurisdiction over its operation. Loss of such permission shall be grounds for revocation of any conditional use or zoning compliance permit authorizing pet-sitting.

~~16-4-20 Reserved.~~

16-4-~~21~~23 Progressive care facilities.

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16-4-~~22~~24 Public utility facilities.

a) Lots must conform to minimum setback and yard requirements of the district in which they are located. Unstaffed utility structures with internal floor space of less than 600 square feet are exempted from the minimum lot size requirement.
b) Electric and gas substations and sewage treatment plants will be separated by a ten-foot B type buffer meeting the specifications of article XV from the street and any abutting residential use or any property located in a residential zoning district.
c) Control houses, pump and lift stations, and other similar uses shall be screened from the street and any abutting residential use or any property located in a residential zoning district.
d) A fence not easily climbable or comparable safety devices must be installed and maintained in order to deter access to the facility.
e) The design of buildings, structures and facilities on a site should conform as closely as possible to the character of the area or neighborhood.
f) The facility's lighting shall be shielded to prevent light and glare spill-over on to any adjacent residential properties, if such exist.
g) The board of adjustment may give relief from these requirements so long as public safety and neighborhood compatibility are protected, if strict adherence would constitute a hardship or is unnecessary.

16-4-~~23~~25 Residential care facilities.

a) The facility shall be situated in an existing residential structure. This structure may be expanded or altered so long as the facility remains residential in scale and appearance.
b) One off-street parking space shall be provided for each six beds in the facility. Such off-street parking shall be screened so that it is not readily visible from the street or from adjoining residential uses.
c) The facility may have one sign not exceeding four square feet in area. Such sign shall not be illuminated.
d) The facility shall not exceed two stories in height.
e) The facility shall propose, install and maintain landscaping which will assist in giving it a residential appearance.
f) The facility shall propose, develop and maintain common open space for the use of its residents, which shall amount to not less than 15 percent of the site.
g) Lighting for the facility shall be designed and installed so that it is directed away from the roadway and any adjacent properties.
h) Density for residential care facilities shall not exceed 26 persons per acre.
i) No traffic shall be generated by such facility in greater volumes than would normally be expected in a residential neighborhood.

16-4-~~24~~26 Residential dwellings, multi-family.

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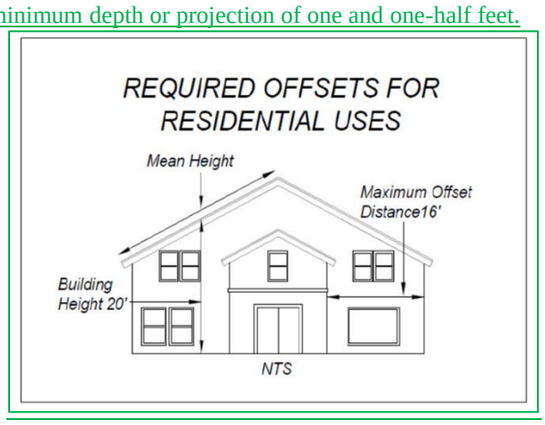
16-4-27 Residential dwellings, small-scale multi-family.

a) For the purposes of these standards, small-scale multi-family shall include all developments not subject to the N.C. Residential Code for One- and Two-Family Dwellings including triplexes, quadplexes, and other small apartment buildings. Any of the architectural design standards below may be implemented voluntarily for single-family attached (townhomes) and multiple detached units on a single parcel (detached multi-family) constructed subject to N.C. Residential Code for One- and Two-Family Dwellings.
b) Maximum height for any structure shall be 42 feet.
c) Maximum footprint for any principal structure shall be 4,000 square feet.
d) All street-facing sides of a corner lot are considered fronts.
e) Building placement.
a. Buildings shall be situated as close to the minimum front setback as practicable.
b. Buildings shall be situated to provide off-street parking to the rear and/or side of the building(s).
c. Buildings shall be situated to protect and accentuate important mountain vistas and views of significant historic sites.
d. Buildings shall be situated to provide well-defined, street-facing entrance(s) with a connecting walkway with a direct, safe, pedestrian connection to the street.
i. For buildings on corner lots, an entrance may be placed at the corner, thereby eliminating the need for side entrances.
e. Buildings shall offset front-loading garages and carports, if provided, behind the front façade by a minimum of 10 feet.
i. Front-loading garages and carports shall be visually designed to form a secondary building volume.
ii. The width of an attached garage shall not exceed 50 percent of the total building façade.
f. Canopies, awnings, cornices, balconies, front-facing covered porches and stoops and similar architectural accents are permitted to extend from the building up to five feet into a required minimum setback and/or required common open space.
f) Architectural design standards.
a. The following standards apply to all facades (front, rear and side) of buildings:
i. No wall shall exceed 16 feet in length without an offset. A building façade which is less than 16 feet in length shall not require an offset.
ii. Offsets shall have a minimum depth or projection of one and one-half feet.



iii. Each façade shall use fenestration and do so in a manner which is proportional to the overall scale of the building.
iv. All building facades shall contain at least two building materials which shall contrast in color and texture.
v. When multiple wall materials are combined on one façade, the designer is encouraged to place the heavier material(s) below.
vi. Building materials shall be used consistently on the exterior of the building. The following building materials are prohibited for exterior façade application:
1) Plain concrete block (with or without paint);
2) Reflective glass;
3) More than 50 percent glass on any façade;
4) Vinyl siding; and
5) Any other materials not customarily used in conventional construction.
vii. Exposed foundations shall consist of stone, stucco, brick or decorative block. If crawlspaces of porches are enclosed, they shall be enclosed with similar materials or lattice or any combination thereof.
viii. Windows. Windows shall either be (1) recessed a minimum of three inches from the façade, or (2) trimmed. If trim is used, it shall be a minimum of four inches (nominal) in width and shall project beyond the façade.
b. The following standards apply to all street-facing facades (fronts) of buildings:
i. Detailed design shall be provided by using at least two of the following architectural features on all elevations.
i. Dormers.
ii. Gables.
iii. Recessed entries.
iv. Cupolas or towers.
v. Pillars, columns or posts.
vi. Corbels.
vii. Bay windows.
viii. Balconies.
ix. Decorative patterns on exterior finish (e.g., scales/shingles, wainscoting, ornamentation).
x. Parapets/Decorative cornices and roof lines (required for buildings with flat roofs).
xi. Wood siding with two and one-half inch to four and one-half inch reveal.
c. Pitched roofs on residential buildings shall have a pitch between 5:12 and 12:12. Eaves (with a minimum

12-inch projection) shall be provided with a pitched roof.
d. Useable porches and/or stoops, at least eight feet in width and six feet in depth, shall be located on the front and/or side of the home. Porches and stoops may encroach into front setback up to five feet.
e. Accessory buildings with a floor area greater than 150 square feet shall be clad in materials similar in appearance to the principal structure and with similar roof pitch.
f. Walls and fences located in the front yard shall be no more than four feet above grade. The use of chain link fencing is prohibited in front yards. For corner lots, both street-facing sides shall be considered fronts. Rear yard and side yard fences are not subject to these standards.
g) On-street parking. On-street parking is encouraged for all local streets and thoroughfares.
a. On-street parking abutting the development parcel shall count toward meeting the off-street parking requirements for the district.
b. On-street parking may take the form of parallel or angle parking and shall be built according to city or state standards as applicable in order to count towards minimum parking requirements.
h) Off-street parking.
a. All off-street parking lots shall be provided at the side or rear of buildings or the interior of a block of buildings and not closer to the street than the edge profile of the structures.
b. Off-street parking shall not be adjacent to street intersections.

16-4-~~25~~28 Rest homes.

***

16-4-~~26~~29 Restaurants.
a) The use must be located on, and have primary access from, a major or minor thoroughfare.
b) All outside storage areas including dumpsters must be:
1) Sited to the rear of the building;
2) In compliance with the setback requirements for the zoning district classification within which it is located; and
3) Made unnoticeable from both residential adjacent properties and public rights-of-way through installation of screening meeting the specifications of article XV.
c) The use shall be limited to no more than 40 seats.
d) Permissible hours of operation shall be limited to the hours between 7:00 a.m. and 11:00 p.m.

16-4-~~27~~30 Schools, primary and secondary.

a) The following standards shall be used to govern the establishment or development of new public and private schools:

1) No structure or parking shall be placed within 50 feet of a property line.

2) Off-street parking meeting the requirements of section 6-5 shall be provided.

3) The use will be on a lot which may be accessed by means of a collector, minor thoroughfare or major thoroughfare for elementary schools and junior high schools, and by means of a minor thoroughfare or major thoroughfare for senior high schools; provided, however, the board of adjustment may waive this requirement to accommodate a public need so long as traffic shall not be increased on residential streets to an unacceptable level.

b) The foregoing standards shall serve as guidelines for the expansion or redevelopment of existing schools; however, the board of adjustment shall waive any such guidelines when their application would constitute a hardship.

16-4-31 Service Stations

a) If located adjacent to a single-family or two-family residential use, setbacks along adjacent side and/or rear property lines will be increased by an additional 10’

16-4-~~28~~32 Shelter facilities.

16-4-33 Small-scale manufacturing.

a) The front of the building at street level shall remain open and visible from the sidewalk with a view of the activities inside; and

b) A showroom, display area, or sales area shall be provided.

c) Outdoor storage of goods and materials shall not be permitted in zoning district classifications C-1, CMU, GHMU, HMU and CHMU.

d) Outdoor storage of goods and materials shall not exceed 25 percent of the total footprint of all buildings on the property in zoning district classifications C-2 and C-3.

e) Newly constructed shipping and receiving facilities shall be designed such that they are internal to the site, in service alleys or at the back of the building.

f) Shipping and receiving needs shall not exceed the equivalent of one FHWA Class 8 truck per week.

g) Reuse of an existing building shall not exceed 20,000 square feet of building floor space.

h) New construction shall not exceed 10,000 square feet of building floor space.

***

16-4-~~29~~33 Telecommunications towers and antennas.

***

16-4-~~29~~33.1 Application requirements

***

16-4-~~29~~33.2 Standards for siting telecommunications antennas and wireless facilities

***

16-4-~~29~~33.3 Basic standards for siting telecommunications tower

***

16-4-~~29~~33.4 Additional standards for siting telecommunications towers pursuant to conditional zoning districts.

***

16-4-~~29~~33.5 Annual report.

***

16-4-~~29~~33.6 Violations.

~~**16-4-30 Small-scale manufacturing.**~~

~~a) The front of the building at street level shall remain open and visible from the sidewalk with a view of the activities inside; and~~

~~b) A showroom, display area, or sales area shall be provided.~~

~~c) Outdoor storage of goods and materials shall not be permitted in zoning district classifications C-1, CMU, GHMU, HMU and CHMU.~~

~~d) Outdoor storage of goods and materials shall not exceed 25 percent of the total footprint of all buildings on the property in zoning district classifications C-2 and C-3.~~

~~e) Newly constructed shipping and receiving facilities shall be designed such that they are internal to the site, in service alleys or at the back of the building.~~

~~f) Shipping and receiving needs shall not exceed the equivalent of one FHWA Class 8 truck per week.~~

~~g) Reuse of an existing building shall not exceed 20,000 square feet of building floor space.~~

~~h) New construction shall not exceed 10,000 square feet of building floor space.~~

~~**16-4-31 Residential dwellings, small-scale multi-family.**~~

~~a) For the purposes of these standards, small-scale multi-family shall include all developments not subject to the N.C. Residential Code for One- and Two-Family Dwellings including triplexes, quadplexes, and other small apartment buildings. Any of the architectural design standards below may be implemented voluntarily for single-family attached (townhomes) and multiple detached units on a single parcel (detached multi-family) constructed subject to N.C. Residential Code for One- and Two-Family Dwellings.~~

~~b) Maximum height for any structure shall be 42 feet.~~

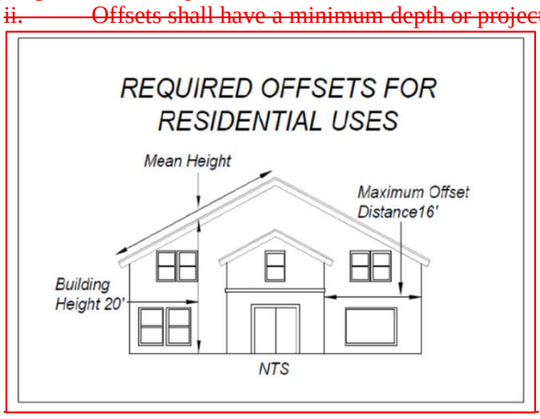
~~c) Maximum footprint for any principal structure shall be 4,000 square feet.~~

~~d) All street-facing sides of a corner lot are considered fronts.~~

~~e) Building placement.~~

~~a. Buildings shall be situated as close to the minimum front setback as practicable.~~

b. Buildings shall be situated to provide off-street parking to the rear and/or side of the building(s).
c. Buildings shall be situated to protect and accentuate important mountain vistas and views of significant historic sites.
d. Buildings shall be situated to provide well-defined, street-facing entrance(s) with a connecting walkway with a direct, safe, pedestrian connection to the street.
i. For buildings on corner lots, an entrance may be placed at the corner, thereby eliminating the need for side entrances.
e. Buildings shall offset front-loading garages and carports, if provided, behind the front façade by a minimum of 10 feet.
i. Front-loading garages and carports shall be visually designed to form a secondary building volume.
ii. The width of an attached garage shall not exceed 50 percent of the total building façade.
f. Canopies, awnings, cornices, balconies, front-facing covered porches and stoops and similar architectural accents are permitted to extend from the building up to five feet into a required minimum setback and/or required common open space.
f) Architectural design standards.
a. The following standards apply to all facades (front, rear and side) of buildings:
i. No wall shall exceed 16 feet in length without an offset. A building façade which is less than 16 feet in length shall not require an offset.
ii. Offsets shall have a minimum depth or projection of one and one-half feet.



iii. Each façade shall use fenestration and do so in a manner which is proportional to the overall scale of the building.
iv. All building facades shall contain at least two building materials which shall contrast in color and texture.
v. When multiple wall materials are combined on one façade, the designer is encouraged to place the heavier material(s) below.
vi. Building materials shall be used consistently on the exterior of the building. The following building materials are prohibited for exterior façade application:
1) Plain concrete block (with or without paint);
2) Reflective glass;
3) More than 50 percent glass on any façade;
4) Vinyl siding; and
5) Any other materials not customarily used in conventional construction.
vii. Exposed foundations shall consist of stone, stucco, brick or decorative block. If crawlspaces of porches are enclosed, they shall be enclosed with similar materials or lattice or any combination thereof.
viii. Windows. Windows shall either be (1) recessed a minimum of three inches from the façade, or (2) trimmed. If trim is used, it shall be a minimum of four inches (nominal) in width and shall project beyond the façade.
b. The following standards apply to all street-facing facades (fronts) of buildings:
i. Detailed design shall be provided by using at least two of the following architectural features on all elevations.
i. Dormers.
ii. Gables.
iii. Recessed entries.
iv. Cupolas or towers.
v. Pillars, columns or posts.
vi. Corbels.
vii. Bay windows.
viii. Balconies.
ix. Decorative patterns on exterior finish (e.g., scales/shingles, wainscoting, ornamentation).
x. Parapets/Decorative cornices and roof lines (required for buildings with flat roofs).
xi. Wood siding with two and one-half inch to four and one-half inch reveal.
c. Pitched roofs on residential buildings shall have a pitch between 5:12 and 12:12. Eaves (with a minimum 12-inch projection) shall be provided with a pitched roof.
d. Useable porches and/or stoops, at least eight feet in width and six feet in depth, shall be located on the front and/or side of the home. Porches and stoops may encroach into front setback up to five feet.
e. Accessory buildings with a floor area greater than 150 square feet shall be clad in materials similar in appearance to the principal structure and with similar roof pitch.
f. Walls and fences located in the front yard shall be no more than four feet above grade. The use of chain link fencing is prohibited in front yards. For corner lots, both street-facing sides shall be considered fronts. Rear yard and side yard fences are not subject to these standards.
g) On-street parking. On-street parking is encouraged for all local streets and thoroughfares.
a. On-street parking abutting the development parcel shall count toward meeting the off-street parking

~~requirements for the district.~~
~~b. On-street parking may take the form of parallel or angle parking and shall be built according to city or state standards as applicable in order to count towards minimum parking requirements.~~
~~h) Off-street parking.~~
~~a. All off-street parking lots shall be provided at the side or rear of buildings or the interior of a block of buildings and not closer to the street than the edge profile of the structures.~~
~~b. Off-street parking shall not be adjacent to street intersections.~~

Adopted by the City Council of the City of Hendersonville, North Carolina on this 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

E. Landmark Nomination–Ewbank-Whitmire House (25-03-LL) – Sam Hayes, Planner II

Planner Sam Hayes gave a brief overview of the property.

The Ewbank-Whitmire House (201 Ewbank Drive)

The subject property is a well-preserved 1924–25 Craftsman-style bungalow notable for its architectural integrity and original features, including roofline, windows, doors, porch columns, interior millwork, arched doorways, and built-in cabinetry. It was originally associated with the locally prominent Ewbank family and later became the home of Mayor Boyce Whitmire, who lived there from 1967 to 1989 and led significant city improvements, including the Main Street serpentine design and Spartanburg Highway construction. The property sits at the corner of Ewbank Drive and Higate Road in the Druid Hills neighborhood, maintaining a historic setting with native plantings and locally quarried stone despite surrounding mid- to late-20th-century development. Its combination of historic associations and intact architectural character makes it a Local Landmark worthy of preservation.

Criteria for Landmarking:

The Historic Preservation Commission Landmark Program seeks to honor properties with historic significance in the City of Hendersonville. Identifying these properties and ensuring that they meet at least one criteria below is an important way to showcase the historic significance of the subject property.

A. Associated with events that have made a significant contribution to the broad patterns of our history; or
B. That are associated with the lives of persons significant in our past; or
    a. The Whitmire House is associated with Mayor Boyce Whitmire, who lived in the home during his tenure and oversaw significant city improvements, including the construction of Spartanburg Highway and the introduction of the serpentine design on Main Street.
C. That embody the distinctive characteristic of a type, period, or method of construction, or that represent the works of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or
    a. The Whitmire House is an outstanding example of Craftsman-style architecture, a style that gained popularity in the early 20th century. The home retains many of its original Craftsman features, including a low-pitched roof, exposed rafter tails, and six-over-one windows.
D. That have yielded, or may be likely to yield, information important in prehistory or history; or
    a. Not Applicable
E. Has significance to a particular community or communities in the City of Hendersonville.
    a. Not Applicable

HPC Decision

At its November 19th, 2025 meeting, the HPC voted (7-1) recommended for approval the landmark designation of the Ewbank-Whitmire House.

Conditions:

- The Name be changed to the Ewbank-Whitmire House.

Landmark Nomination – Whitmire House

(25-03-LL)

City of Hendersonville City Council
December 4th, 2025

LEGISLATIVE HEARING

Community Development | Planning Division

Sam Hayes | Planner II

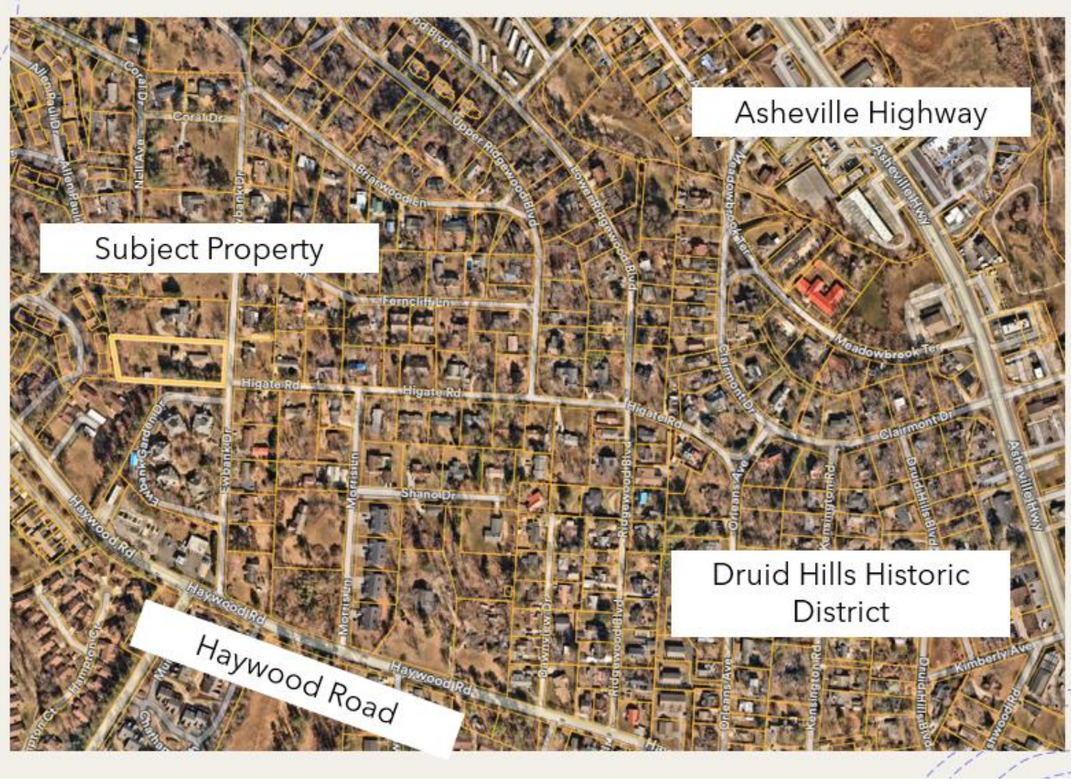
1

A owner initiated designation.



2

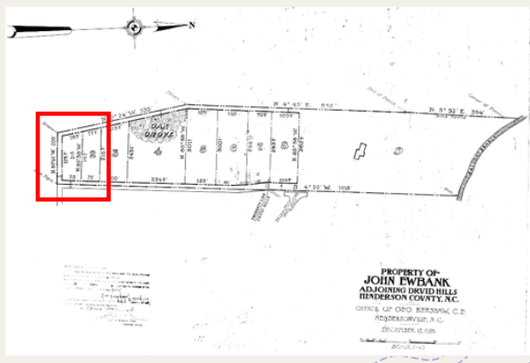
Period of significance?



History of Subject Property

+Platted in 1925

+Various owners – most notably, Mayor Boyce Whitmire from 1969-1989



Site Plan



Architectural Significance of the Property



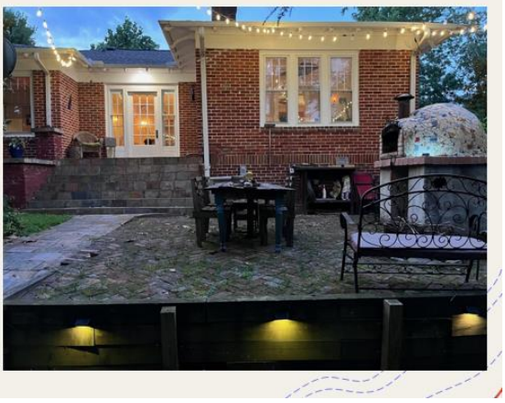




Pointing out some of the architectural details:
- low-pitched hipped roof
- Brick façade was likely a later alteration
- Box brick piers support tapered wood columns with decorative moldings

Architectural Significance of Property





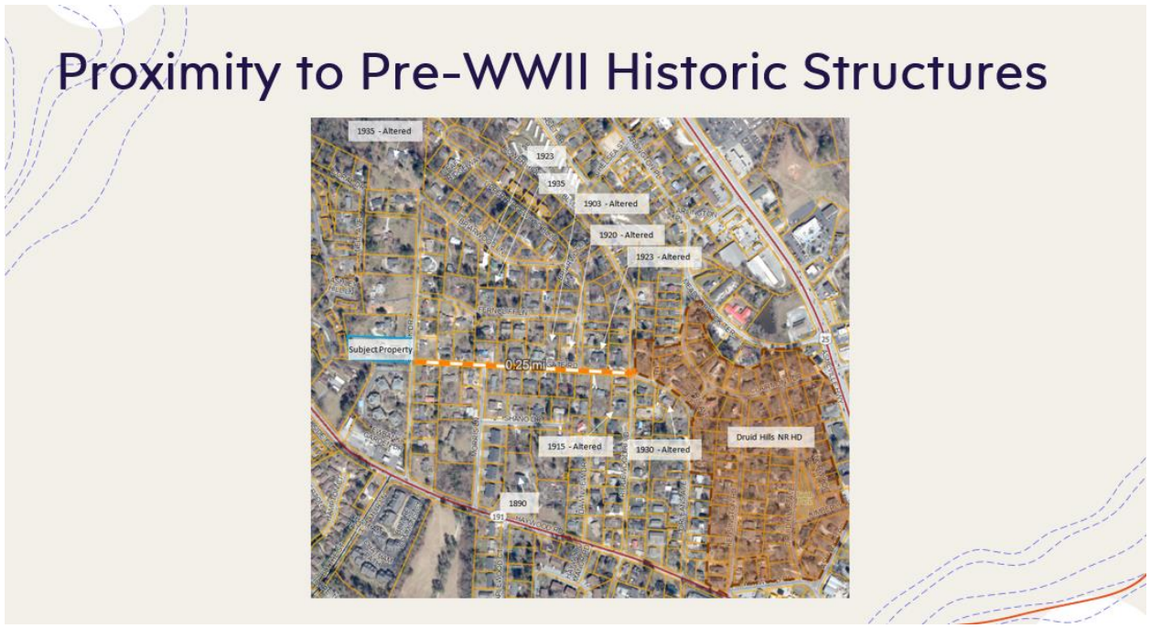
Architectural Significance of the Property

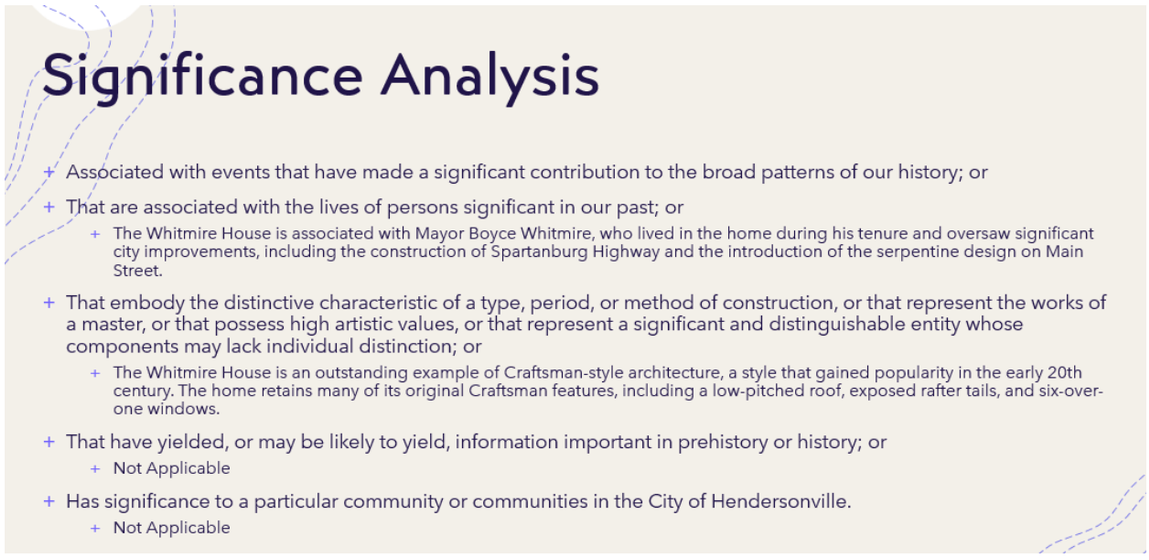


Architectural Significance of the Property



A cut stone wall running along the front boundary of the property.





The public hearing was opened at 7:01 p.m.

Matt Manley said he recognizes the unique position I'm in as an applicant and appreciate how all of this has been handled and am here for any questions.

The public hearing was closed at 7:02 p.m.

Council Member Lyndsey Simpson moved that City Council approve the adoption of an ordinance designating the Ewbank-Whitmire House (PIN 9569-24-7137) as a local historic landmark. A unanimous vote of the Council followed. Motion carried.

Ordinance #O-25-64

AN ORDINANCE DESIGNATING PROPERTY KNOWN AS THE EWBANK WHITMIRE HOUSE (PIN 9569-24-7137) AS A LOCAL HISTORIC LANDMARK

Re: Local Historic Landmark Designation
Property Owners: Matthew and Molly Manley
File No: 25-03-LL

WHEREAS, pursuant to N.C. General Statutes Sections. 160D-942 and Chapter 28 of the Code of Ordinances of the City of Hendersonville, the City has the authority for designation of a local historic landmark; and

WHEREAS, Henderson County Tax Records for Parcels # 9569-24-7137, located at 201 Ewbank Drive and known as the Ewbank-Whitmire House, lists Matthew and Molly Manley as the property owners; and

WHEREAS, The property owners have caused to be made an investigation and report on the historic, architectural, and cultural significance of the buildings and property proposed for designation located at 201 Ewbank Drive; and

WHEREAS, the North Carolina Department of Cultural Resources has reviewed and commented on the proposed designation; and

WHEREAS, a public hearing on the designation of the Ewbank-Whitmire House was held by the Hendersonville Historic Preservation Commission on November 19th, 2025 and the following findings were made:

a. The home was constructed between 1924-1925.
b. The home is architecturally significant due to its craftsman style elements.
c. The home is locally significant because it was the home of Mayor Boyce C. Whitmire during his tenure as Mayor.

WHEREAS, a public hearing on the designation of the Ewbank-Whitmire House as a local historic landmark was held by the City of Hendersonville City Council on December 4th, 2025 and approved an ordinance designating the 0.66 acre site of the Ewbank-Whitmire House, being a portion of PIN 9569-24-7137, as a Local Landmark.

WHEREAS, the Hendersonville City Council has taken into full consideration all statements and information presented at its public hearing on December 4th, 2025, and considered the recommendation of the Hendersonville Historic Preservation Commission after its public hearing held on November 19th, 2025, on the question of designating the property known as the Ewbank-Whitmire House, being a portion of PIN 9569-24-7137, as a local historic landmark.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HENDERSONVILLE:

Section 1. The findings set out above are hereby amending the adoption, and the property known as the Ewbank-Whitmire House, located at 201 Ewbank Drive, and more particularly described in Exhibit A, attached hereto and incorporated herein by this reference, is hereby designated as a local historic landmark pursuant to Part 942 Chapter 160D of the North Carolina General Statutes and Section 28 of the Code of Ordinances of the City of Hendersonville, and is subject to the conditions and restrictions set forth therein and below:

a. The main structure and associated outbuilding, and all of the below described acreage described in Exhibit A, shall not be demolished, materially altered, restored, or removed, nor any new structure built upon the lot without a Certificate of Appropriateness issued by the Hendersonville Historic Preservation Commission.

b. The Certificate of Appropriateness shall reference the Historic Preservation Commission Residential Design Guidelines.

c. Any application for demolition of the home or the outbuilding shall require the waiting period set forth in Part 942 of Chapter 160D of the North Carolina General Statutes.

Section 2. If any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason, held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance, and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid.

Section 3. All ordinances and clauses of ordinances in conflict herewith be and are hereby repealed, to the extent of such conflict.

Section 4. This ordinance shall be in full force and effect on the date of adoption.

Section 5. Violation of this ordinance shall be subject to the remedies set forth in Section 1-6 of the City Code, in addition to other remedies provided by law.

Adopted by the City Council at a meeting held on the 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

F. Landmark Nomination–The Waverly (25-04-LL) – Sam Hayes, Planner II

Planner Sam Hayes gave a brief overview of the property.

The Waverly (783 N Main Street)

The Waverly (HN0053) is proposed for designation as a Historic Landmark due to its architectural significance as a prime example of the Victorian, Queen Anne, and Eastlake style and its significance as

part of Hendersonville's early tourism industry. The Waverly retains many of its original features, including its double hung one over one windows, original siding, porch detailing, and front door. The Inn was constructed in 1889 to capitalize on the tourism industry in Hendersonville brought on by the railroad which came to Hendersonville ten years earlier in 1879. The Inn suffered a fire in 1910 and was partially reconstructed, adding a third floor to what once was an attic space – the floorplan which remains to this day. The Inn is the longest continuously operating Inn in the City of Hendersonville.

Criteria for Landmarking:

The Historic Preservation Commission Landmark Program seeks to honor properties with historic significance in the City of Hendersonville. Identifying these properties and ensuring that they meet at least one criteria below is an important way to showcase the historic significance of the subject property.

F. Associated with events that have made a significant contribution to the broad patterns of our history; or
    a. The Waverly is an exemplary early inn constructed to accommodate tourists traveling to Hendersonville. Tourism has long served as one of the city's foundational and continuing economic industries, and The Waverly played a significant role in supporting that development.
G. That are associated with the lives of persons significant in our past; or
    a. Not Applicable
H. That embody the distinctive characteristic of a type, period, or method of construction, or that represent the works of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or
    a. The Waverly is a notable example of Victorian-era architecture displaying Queen Anne and Eastlake stylistic influences. It retains numerous original architectural features and materials with minimal alteration, contributing strongly to its architectural integrity.
I. That have yielded, or may be likely to yield, information important in prehistory or history; or
    a. Not Applicable
J. Has significance to a particular community or communities in the City of Hendersonville.
    a. The Waverly has served continuously as an inn for more than a century and remains a familiar landmark within the community, contributing to the identity and heritage of Hendersonville.

HPC Recommendation:

At its November 19th, 2025, meeting, the HPC voted 8-0 to recommend for approval the landmark designation of the Waverly.

Conditions:

- Designate the interior stairs
- Include more information about the landscaping







3

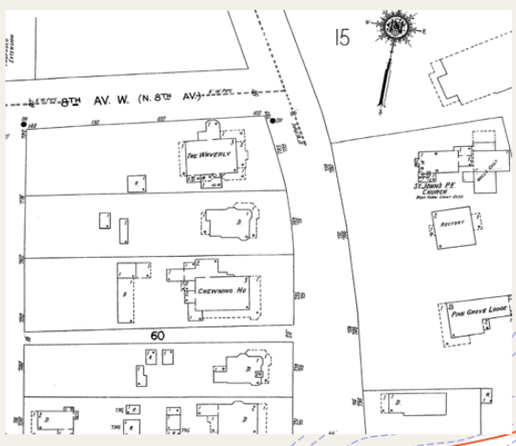
Historical Overview

+Constructed in 1898

+Full 3rd floor added after 1910 fire

+Capitalized on the railroad coming to Hendersonville in 1879

+The Inn is the longest continuously operating Inn in the City of Hendersonville



4

Architectural Significance of the Property



5

Victorian era
- Queen Anne and Eastlake Style
- As mentioned before, the third story was added to the building after the 1910 fire
- Much of the detailing is original. Small alterations were made through the enclosing of the wraparound porch on either side to create more interior space

Architectural Significance of the Property





6

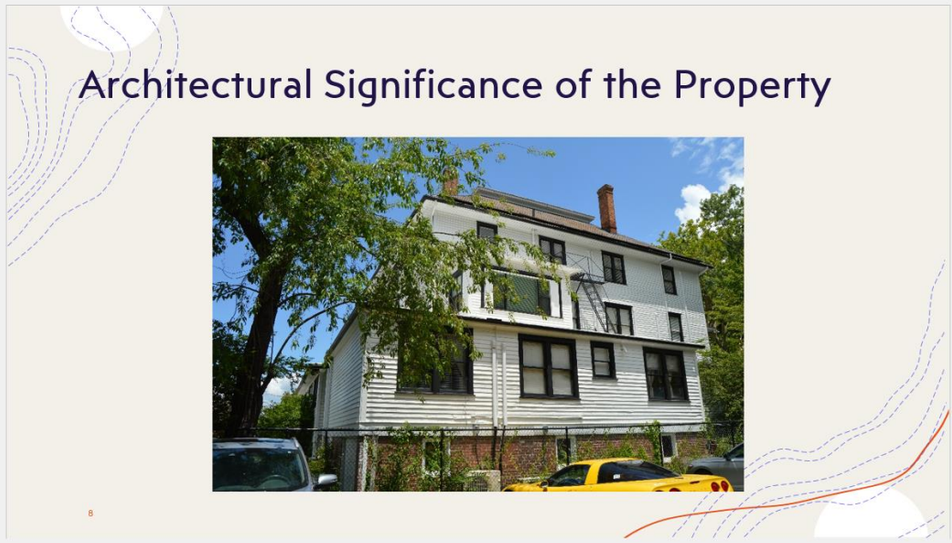
Original entry door, door surround.
Stairs, which are included as the only interior feature in the designation, can be seen in the photo on the right.

Architectural Significance of the Property

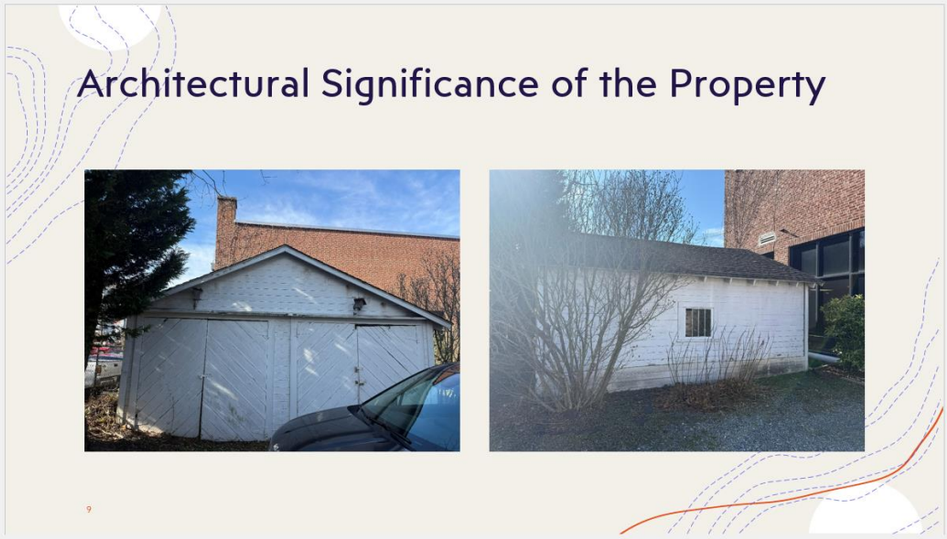


7

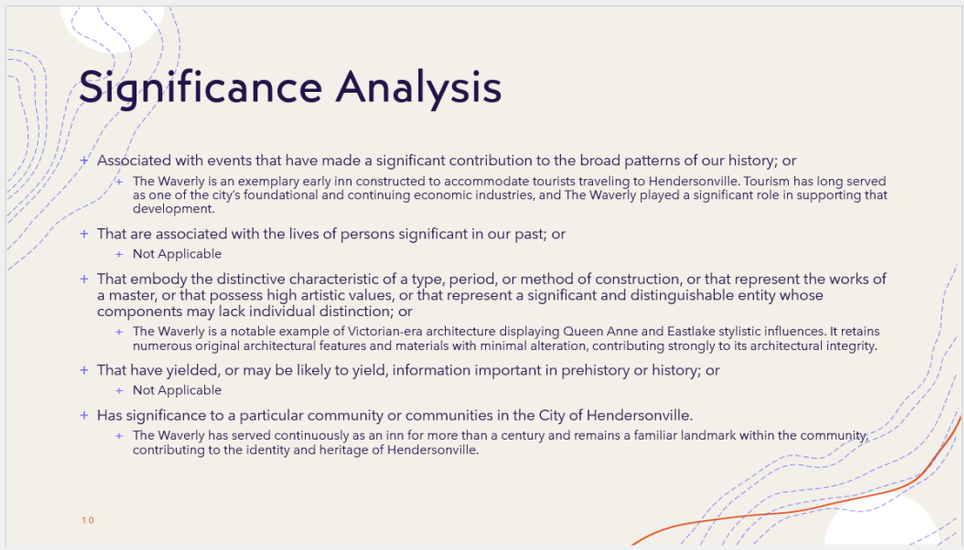
Here you can see the north elevation. The dining room stretches off the side of the building and there is a widows walk (flat roof)



Here you can see the southern elevation of the building. The first floor portion of the building is a ca. 1940 addition.



Here you can see a rear garage on the building. According to Sanborn maps, this appears to date from the 1920s.



The historic preservation commission had a public hearing to recommend approval on November 19th, 2025.
They recommend approval unanimously.

The public hearing was opened at 7:08 p.m.

Ken Fitch spoke in favor of the landmark nomination.

The public hearing was closed at 7:12 p.m.

Council Member Gina Baxter moved that City Council approve the adoption of an ordinance designating the Waverly (PIN 9568-79-5760) as a local historic landmark. A unanimous vote of the Council followed. Motion carried.

Ordinance #O-25-65

AN ORDINANCE DESIGNATING PROPERTY KNOWN AS THE WAVERLY (PIN 9568-79-5760) AS A LOCAL HISTORIC LANDMARK

Re: Local Historic Landmark Designation
Property Owner: 1898 Waverly, Inc.
File No: 25-04-LL

WHEREAS, pursuant to N.C. General Statutes Sections. 160D-942 and Chapter 28 of the Code of Ordinances of the City of Hendersonville, the City has the authority for designation of a local historic landmark; and

WHEREAS, Henderson County Tax Records for Parcels # 9568-79-5760, located at 783 N Main Street and known as The Waverly, lists 1898 Waverly, Inc., a North Carolina corporation, as the property owner; and

WHEREAS, The property owner has caused to be made an investigation and report on the historic, architectural, and cultural significance of the buildings and property proposed for designation located at 783 N Main Street; and

WHEREAS, the North Carolina Department of Cultural Resources has reviewed and commented on the proposed designation; and

WHEREAS, a public hearing on the designation of The Waverly as a local historic landmark was held by the Hendersonville Historic Preservation Commission on November 19th, 2025 and the following findings were made:

a. The building was constructed in 1898 and rebuilt after a 1910 fire.
b. The Waverly is listed to the National Register of Historic Places as a historic landmark.
c. The Waverly is architecturally significant as a well preserved example of Queen Anne and East Lake style architecture.

WHEREAS, a public hearing on the designation of The Waverly as a local historic landmark was held by the City of Hendersonville City Council on December 4th,, 2025 and approved an ordinance designating the .34 Acre site of The Waverly as a Local Landmark; and

WHEREAS, the Hendersonville City Council has taken into full consideration all statements and information presented at its public hearing on December 4th, 2025, and considered the recommendation of the Hendersonville Historic Preservation Commission after its public hearing held on November 19th, 2025, on the question of designating the property known as The Waverly (PIN 9568-79-5760) as a local historic landmark.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HENDERSONVILLE:

Section 1. The findings set out above are hereby amending the adoption, and all of the property known as The Waverly and located at and adjacent to 783 N Main Street, and further described in Exhibit A, attached hereto and incorporated herein by this reference, is hereby designated as a local historic landmark pursuant to Part 942 Chapter 160D of the North Carolina General Statutes and Section 28 of the Code of Ordinances of the City of Hendersonville, and is subject to the conditions and restrictions set forth therein and below:

a. The main structure and associated outbuilding, and all of the historic acreage currently associated with the parcel (.34 acres), shall not be demolished, materially altered, restored, or removed, nor any new structure built upon the lot without a Certificate of Appropriateness issued by the Hendersonville Historic Preservation Commission.

b. The Certificate of Appropriateness shall reference the Historic Preservation Commission Main Street Design Standards.

c. Any application for demolition of the home or the outbuilding shall require the waiting period set forth in Part 942 of Chapter 160D of the North Carolina General Statutes.

Section 2. If any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason, held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance, and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid.

Section 3. All ordinances and clauses of ordinances in conflict herewith be and are hereby repealed, to the extent of such conflict.

Section 4. This ordinance shall be in full force and effect on the date of adoption.

Section 5. Violation of this ordinance shall be subject to the remedies set forth in Section 1-6 of the City Code, in addition to other remedies provided by law.

Adopted by the City Council at a meeting held on the 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

G. Landmark Nomination–McKeithan-Rogers House (25-05-LL) – *Sam Hayes, Planner II*

Planner Sam Hayes gave a brief overview of the property.

McKeithan-Rogers House (Roberts House) (908 5th Avenue W)

This two-story Colonial Revival home, constructed in 1909 for South Carolina State Senator D.T. McKeithan as a summer residence, is an excellent example of the style at the height of its popularity. The house retains many original architectural features, including German siding, one-over-one windows, and its original entry door with transom, while tasteful alterations—such as replacing paired porch columns with singles—remain compatible with the structure's historic character. Its prominent location along 5th Avenue reflects Hendersonville's early 20th-century development and the broader trend of southern visitors seeking refuge in North Carolina's mountain communities.

Criteria for Landmarking:

The Historic Preservation Commission Landmark Program seeks to honor properties with historic significance in the City of Hendersonville. Identifying these properties and ensuring that they meet at least one criteria below is an important way to showcase the historic significance of the subject property.

A. Associated with events that have made a significant contribution to the broad patterns of our history; or
    a. The McKeithan-Rogers House is associated with the early 20th-century trend of wealthy individuals constructing summer residences in Hendersonville. Many of these homes were built along 5th Avenue and expanded westward into Laurel Park.
B. That are associated with the lives of persons significant in our past; or
    a. The McKeithan-Rogers House is associated with prominent mill owner Charles E. Rogers, proprietor of the Rogers Hosiery Mill. While Hendersonville was not as heavily industrialized as some neighboring communities, textile mills played a vital role in the local economy throughout the 20th century, and Rogers was a notable contributor to that economic landscape.
C. That embody the distinctive characteristic of a type, period, or method of construction, or that represent the works of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or
    a. The McKeithan-Rogers House is an excellent example of the Colonial Revival style, which was highly popular in the early 20th century as a means of celebrating and referencing America's architectural past. Although the house has undergone minor alterations, it retains the majority of its original architectural detailing and historic character.
D. That have yielded, or may be likely to yield, information important in prehistory or history; or
    a. Not Applicable
E. Has significance to a particular community or communities in the City of Hendersonville.
    a. Not Applicable

HPC Decision:

At its November 19th, 2025, meeting, the HPC voted 8-0 to recommend for approval the landmark designation of the McKeithan-Rogers House.

Conditions:

- Request that staff see if the applicant is willing to designate the servant stairs in addition to the main stairs.







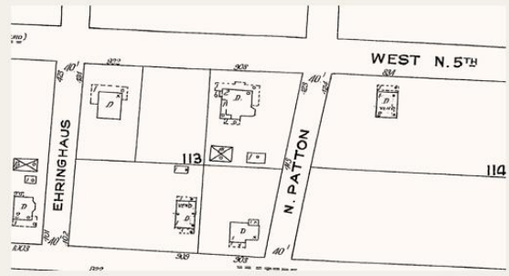
Historical Overview

+Constructed in 1909

+D.T. McKeithan used as a summer residence

+Later sold to several prominent Hendersonville residents

+Sold to Charles E. Rogers, owner of the Rogers Hosiery Mill



GRANTED CHARTER

RALEIGH, Sept. 10. (AP)—Certificates of incorporation filed today in the office of Secretary of State Thad Eure included: Rogers Hosiery Mill, Incorporated, Hendersonville. To manufacture hosiery. Authorized capital stock $50,000, subscribed stock $1,200 by Harry L. Rogers, Verona Rogers and Charles E. Rogers, all of Hendersonville.

4

Architectural Significance of the Property



5

Colonial revival style. This style was popular at the turn of the century and was seen as a way to keep the past alive during a period of rapid change in the United States.
The home retains its original windows, siding, and general form.

There have been some changes. The original design had paired columns along the front porch. These were changed in 2001 to single columns, however, they fit with the colonial revival style.

Architectural Significance of the Property





6

Original entry door, door surround.
Stairs, which are included as the only interior feature in the designation, can be seen in the photo on the right.

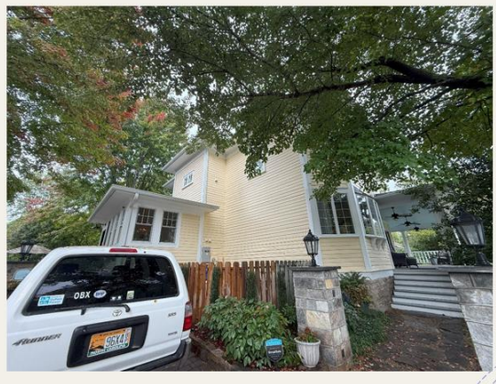
Architectural Significance of the Property



7

A rear one story garage from Ca. 1950 had a second floor added by the new owners.

Architectural Significance of the Property



8

Another significant change was the turning of the sun room into a bedroom. Here you can see where vinyl windows were used. You can also see a slight alteration to the windows on this back area.

Significance Analysis

- Associated with events that have made a significant contribution to the broad patterns of our history; or
  - The McKeithan-Rogers House is associated with the early 20th-century trend of wealthy individuals constructing summer residences in Hendersonville. Many of these homes were built along 5th Avenue and expanded westward into Laurel Park.
- That are associated with the lives of persons significant in our past; or
  - The McKeithan-Rogers House is associated with prominent mill owner Charles E. Rogers, proprietor of the Rogers Hosiery Mill. While Hendersonville was not as heavily industrialized as some neighboring communities, textile mills played a vital role in the local economy throughout the 20th century, and Rogers was a notable contributor to that economic landscape.
- That embody the distinctive characteristic of a type, period, or method of construction, or that represent the works of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or
  - The McKeithan-Rogers House is an excellent example of the Colonial Revival style, which was highly popular in the early 20th century as a means of celebrating and referencing America's architectural past. Although the house has undergone minor alterations, it retains the majority of its original architectural detailing and historic character.
- That have yielded, or may be likely to yield, information important in prehistory or history; or
  - Not Applicable
- Has significance to a particular community or communities in the City of Hendersonville.
  - Not Applicable

The public hearing was opened at 7:17 p.m.

Ken Fitch spoke in favor of the landmark nomination.

The public hearing was closed at 7:21 p.m.

Council Member Jennifer Hensley moved that City Council approve the adoption of an ordinance designating the McKeithan-Rogers House (PIN 9568-47-3913) as a local historic landmark. A unanimous vote of the Council followed. Motion carried.

Ordinance #O-25-66

AN ORDINANCE DESIGNATING PROPERTY KNOWN AS THE MCKEITHAN-ROGERS HOUSE (PIN 9568-47-3913) AS A LOCAL HISTORIC LANDMARK

Re: Local Historic Landmark Designation
Property Owners: Elizabeth Leigh Inn, LLC
File No: 25-05-LL

WHEREAS, pursuant to N.C. General Statutes Sections. 160D-942 and Chapter 28 of the Code of Ordinances of the City of Hendersonville, the City has the authority for designation of a local historic landmark; and

WHEREAS, Henderson County Tax Records for Parcels # 9568-47-3913, located at 908 5TH Avenue W, and known as the McKeithan-Rogers House, lists Elizabeth Leigh Inn, LLC, a North Carolina limited liability company, as the property owners; and

WHEREAS, The property owners have caused to be made an investigation and report on the historic, architectural, and cultural significance of the buildings and property proposed for designation located at 908 5th Avenue W; and

WHEREAS, the North Carolina Department of Cultural Resources has reviewed and commented on the proposed designation; and

WHEREAS, a public hearing on the designation of the McKeithan-Rogers House as a local historic landmark was held by the Hendersonville Historic Preservation Commission on November 19th, 2025 and the following findings were made:

a. The home was constructed in 1909.
b. The McKeithan-Rogers House is a contributing structure in the West Side National Register of Historic Places historic district.
c. The McKeithan-Rogers House is an excellent example of Colonial Revival architecture.

WHEREAS, a public hearing on the designation of the McKeithan-Rogers House as a local historic landmark was held by the City of Hendersonville City Council on December 4th, 2025 and approved an ordinance designating the .74 Acre site of the McKeithan-Rogers House as a Local Landmark.

WHEREAS, the Hendersonville City Council has taken into full consideration all statements and information presented at its public hearing on December 4th, 2025, and considered the recommendation of the Hendersonville Historic Preservation Commission after its public hearing held on November 19th, 2025, on the question of designating the property known as the McKeithan-Rogers House (PIN 9568-47-3913) as a local historic landmark.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HENDERSONVILLE:

Section 1. The findings set out above are hereby amending the adoption, and all of the property known as the McKeithan-Rogers House and located at and adjacent to 908 5th Avenue W, and further described in Exhibit A, attached hereto and incorporated herein by this reference, is hereby designated as a local historic landmark pursuant to Part 942 Chapter 160D of the North Carolina General Statutes and Section 28 of the Code of Ordinances of the City of Hendersonville, and is subject to the conditions and restrictions set forth therein and below:

a. The main structure and associated outbuilding, and all of the historic acreage currently associated with the parcel (.74 acres), shall not be demolished, materially altered, restored, or removed, nor any new structure built upon the lot without a Certificate of Appropriateness issued by the Hendersonville Historic Preservation Commission.

b. The Certificate of Appropriateness shall reference the Historic Preservation Commission Residential Design Standards.

c. Any application for demolition of the home or the outbuilding shall require the waiting period set forth in Part 942 of Chapter 160D of the North Carolina General Statutes.

Section 2. If any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason, held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance, and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid.

Section 3. All ordinances and clauses of ordinances in conflict herewith be and are hereby repealed, to the extent of such conflict.

Section 4. This ordinance shall be in full force and effect on the date of adoption.

Section 5. Violation of this ordinance shall be subject to the remedies set forth in Section 1-6 of the City Code, in addition to other remedies provided by law.

Adopted by the City Council at a meeting held on the 4th day of December, 2025.

Barbara G. Volk, Mayor
Attest: /s/Jill Murray, City Clerk
Approved as to form: /s/Angela S. Beeker, City Attorney

8. NEW BUSINESS

A. Request by City Manager to Convert Diversity and Inclusion Committee to Citizens Advisory Committee – *John Connet, City Manager*

City Manager John Connet explained that the Diversity and Inclusion Committee has not met over the last twelve months. Staff have been exploring opportunities to modify the role of this committee and honor the original goal of the committee, which was open and transparent government for all citizens. Staff is proposing that the Diversity and Inclusion Committee be converted into a Citizens Advisory Committee that assists the City Council with customer service initiatives, public engagement, citizen complaint resolution and process improvements. If City Council agrees to this proposal, staff will begin development of a new charter and bylaws for the Citizens Advisory Committee.

Council Member Jennifer Hensley asked if staff could contact the current members and ask if they wish to be on this committee.

Council Member Lyndsey Simpson moved that the City Council direct staff to begin the development of a Citizen Advisory Committee. A unanimous vote of the Council followed. Motion carried.

B. Comprehensive Stormwater Master Plan Update – *Michael Huffman, Stormwater Director*

Stormwater Director Michael Huffman gave an update on the Comprehensive Stormwater Master Plan projects and funding strategies and presented the following PowerPoint presentation.



Comprehensive Master Planning

Consistently evaluate watersheds across City to support stormwater programs goals

- Focus on infrastructure issues including lack of capacity and condition
- Reduce risk of localized flooding
- Enhance data to support future asset management and operations and maintenance

Develop processes that can be applied city wide

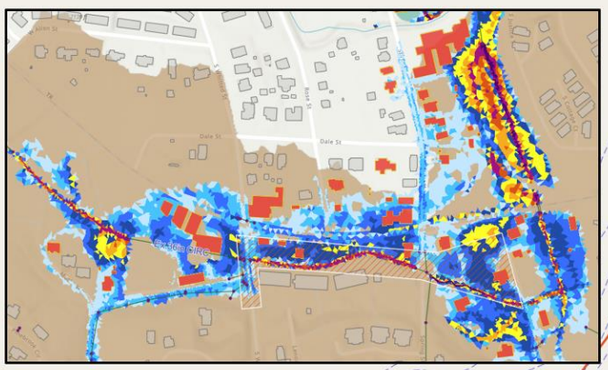
Prioritized capital improvement plan with cost estimates

Project Identification and Prioritization

+ Projects were scored using a criticality-based system that considered both:
  + **Likelihood of Failure**
    + Asset age and condition
    + Known flooding and maintenance issues
  + **Consequence of Failure**:
    + Public safety risk
    + Impacts to public roads, utilities, and critical facilities
    + Private property flooding
+ This framework helps ensure the City invests where **benefits and risk-reduction are greatest**

System Modeling & Risk Analysis

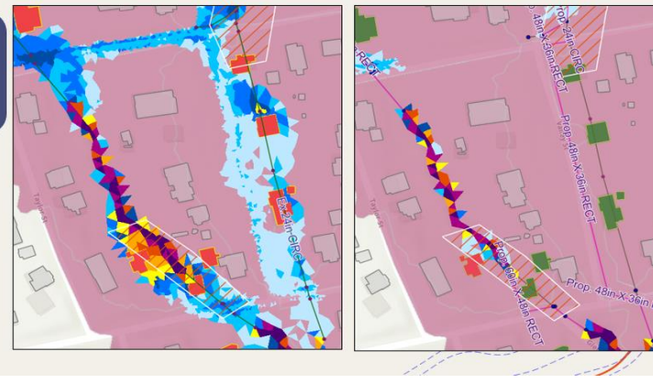
+ Detailed hydraulic and hydrologic modeling to understand where the system is undersized or failing
  + Rainfall events modeled: 2-year to 100-year storms
  + 3.97" to 8.22" over 24 hours
+ Evaluated flood risk by calculating the
  + **Depth**
  + **Duration**
  + **Frequency**



Capital Project Goals

Across all recommended projects, the consistent goals are

- Repair failing or undersized infrastructure.
- Reduce flood risk for public and private assets.
- Increase system Level of Service (10-year or better).
- Relocate failing private stormwater structures into the public right-of-way



Capital Projects Viewer

Identified Capital Projects

Chronic localized flooding locations (not 100-yr floodplain)

Undersized culverts and pipes

Failing assets

Stream crossings requiring replacement or upsizing

Project ID	Major Streets	Construction Cost Estimate	Total Project Cost
Wash-06-01	4th & 3rd Ave W and Valley St	$2,356,000	$3,453,000
Mud-01-02	Ashe St.	$1,338,000	$1,987,000
Wash-06-02	5th Ave W and Oak Hill Ct	$788,000	$1,195,000
Wash-02-01	1st Ave W	$516,000	$868,000
Wash-03-00	Lenox Park Dr and W Pine St	$1,904,000	$2,802,000
Wash-05-00	5th, 4th, and 3rd Ave W	$1,901,000	$2,797,000
Wash-01-00	W Barnwell St	$281,000	$465,000
Wash-02-02	Buncombe St, 4th Ave W, 3rd Ave W	$3,442,000	$5,016,000
Wash-04-00	4th Ave W and 5th Ave W	$200,000	$348,000
Mud-01-03	Lynn St, Maple St, 8th Ave, Patton St	$876,000	$1,322,000
Mud-04-00	Spartanburg Hwy	$676,000	$1,034,000
Mud-01-01	N Church St, Bearcat Blvd, and N King St	$2,421,000	$3,546,000
Mud-03-00	2nd Ave E, 1st Ave E, and N Grove St	$1,174,000	$1,751,000
Mud-02-00	N Grove St, 5th Ave E, 4th Ave E	$2,697,000	$3,944,000
Wash-07-00	4th Ave W	$556,000	$861,000
	Total Estimated Budget		**$31,389,000**

Debt Funding Evaluation

+ Discussion with First Tryon (FTA) financial advisors.
  + **Pay-go (cash)**:
    + Not feasible at this scale without significant rate shocks.
  + **Installment Financing**:
    + Less available debt capacity.
    + Pledges **assets** as security, less favorable interest rates.
  + **Revenue Bond**:
    + More available debt capacity ($10m+).
    + Pledges **rates** as security, more favorable interest rates.
  + **Special Obligation Bond**

We are focused on the most financially stable and predictable path, given the size of the identified $31.4 million need.

Debt Funding Evaluation

UNC SOG: Bond Covenants

- **Rate covenant**
  - Times coverage ratio of 1.2 to 1.5 percent of annual net income to annual debt service
- **Debt service reserve**
  - Either maximum annual debt service or average annual debt service
  - Typically held by trustee

+ Revenue Bond:
  + General Trust Indenture.
    + Creation of "**covenants**", legal requirements for financial metrics.
    + Need to continually **build fund balance/manage rates** to meet covenants.
    + Potentially add stormwater to W&S General Trust Indenture – **researching**.

+ Earliest possible borrowing = **May / June 2027 (FY27)**.
+ Projected borrowing capacity **~$7 million**.
+ We've **prepared** by raising rates **$1 / year**.

Debt Funding Evaluation

+ Coincidentally, the **4 highest priority projects cost ~$7.5m** (estimate).

Phase 01 Wash Creek Stormwater - W06				Phase 02 Mud Creek Stormwater - M01				Phase 02 Wash Creek Stormwater - W06				Wash Creek Stormwater - W02-01			
Principal	Interest	Debt Svc	Balance	Principal	Interest	Debt Svc	Balance	Principal	Interest	Debt Svc	Balance	Principal	Interest	Debt Svc	Balance
3,453,000	2,254,190	5,707,190	-	1,987,000	1,297,155	3,284,155	-	1,195,000	780,121	1,975,121	-	868,000	566,648	1,434,648	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	3,453,000	-	-	-	1,987,000	-	-	-	1,195,000	-	-	-	868,000
100,624	184,736	285,359	3,352,376	57,903	106,305	164,208	1,929,097	34,824	63,933	98,756	1,160,176	25,294	46,438	71,732	842,706
106,007	179,352	285,359	3,246,369	61,001	103,207	164,208	1,868,096	36,687	62,069	98,756	1,123,490	26,648	45,085	71,732	816,058
111,679	173,681	285,359	3,134,690	64,265	99,943	164,208	1,803,831	38,649	60,107	98,756	1,084,841	28,073	43,659	71,732	787,985
117,654	167,706	285,359	3,017,036	67,703	96,505	164,208	1,736,128	40,717	58,039	98,756	1,044,123	29,575	42,157	71,732	758,409
123,948	161,411	285,359	2,893,088	71,325	92,883	164,208	1,664,803	42,895	55,861	98,756	1,001,228	31,158	40,575	71,732	727,252
130,579	154,780	285,359	2,762,509	75,141	89,067	164,208	1,589,663	45,190	53,566	98,756	956,038	32,824	38,908	71,732	694,427
137,565	147,794	285,359	2,624,944	79,161	85,047	164,208	1,510,502	47,608	51,148	98,756	908,430	34,581	37,152	71,732	659,847
144,925	140,434	285,359	2,480,019	83,396	80,812	164,208	1,427,106	50,155	48,601	98,756	858,275	36,431	35,302	71,732	623,416
152,678	132,681	285,359	2,327,340	87,858	76,350	164,208	1,339,249	52,838	45,918	98,756	805,436	38,380	33,353	71,732	585,037
160,847	124,513	285,359	2,166,493	92,558	71,650	164,208	1,246,691	55,665	43,091	98,756	749,771	40,433	31,299	71,732	544,604
169,452	115,907	285,359	1,997,041	97,510	66,698	164,208	1,149,181	58,643	40,113	98,756	691,128	42,596	29,136	71,732	502,008
178,518	106,842	285,359	1,818,524	102,727	61,481	164,208	1,046,454	61,781	36,975	98,756	629,347	44,875	26,857	71,732	457,132
188,068	97,291	285,359	1,630,455	108,222	55,985	164,208	938,232	65,086	33,670	98,756	564,261	47,276	24,457	71,732	409,857
198,130	87,229	285,359	1,432,325	114,012	50,195	164,208	824,219	68,568	30,188	98,756	495,693	49,805	21,927	71,732	360,052
208,730	76,629	285,359	1,223,595	120,112	44,096	164,208	704,107	72,236	26,520	98,756	423,457	52,470	19,263	71,732	307,582
219,897	65,462	285,359	1,003,698	126,538	37,670	164,208	577,569	76,101	22,655	98,756	347,356	55,277	16,456	71,732	252,305
231,662	53,698	285,359	772,036	133,308	30,900	164,208	444,262	80,173	18,584	98,756	267,183	58,234	13,498	71,732	194,071
244,056	41,304	285,359	527,981	140,440	23,768	164,208	303,822	84,462	14,294	98,756	182,721	61,350	10,383	71,732	132,721
257,113	28,247	285,359	270,868	147,953	16,254	164,208	155,869	88,980	9,776	98,756	93,741	64,632	7,101	71,732	68,090
270,868	14,491	285,359	-	155,869	8,339	164,208	-	93,741	5,015	98,756	-	68,090	3,643	71,732	-

Debt Funding Evaluation

+ Funding the **top 4** projects with **FY27 debt issuance** results in annual debt service payments of **~$620k**.

+ Debt service payments **start in FY28**, **ending in FY47**.

+ Assumed Borrowing Criteria:
  + **Term =** 20-years.
  + **Rate =** 5.35% (LGC's "Safe Harbor" rate).
  + **Structure =** Level Debt Service.

Total Proposed Debt Service			
Principal	Interest	Debt Service	Balance
7,503,000	4,898,113	12,401,113	-
-	-	-	-
-	-	-	7,503,000
218,645	401,411	620,056	7,284,355
230,343	389,713	620,056	7,054,012
242,666	377,390	620,056	6,811,346
255,649	364,407	620,056	6,555,697
269,326	350,730	620,056	6,286,372
283,735	336,321	620,056	6,002,637
298,915	321,141	620,056	5,703,722
314,907	305,149	620,056	5,388,816
331,754	288,302	620,056	5,057,062
349,503	270,553	620,056	4,707,559
368,201	251,854	620,056	4,339,358
387,900	232,156	620,056	3,951,458
408,653	211,403	620,056	3,542,805
430,516	189,540	620,056	3,112,289
453,548	166,507	620,056	2,658,741
477,813	142,243	620,056	2,180,928
503,376	116,680	620,056	1,677,552
530,307	89,749	620,056	1,147,245
558,678	61,378	620,056	588,567
588,567	31,488	620,056	-

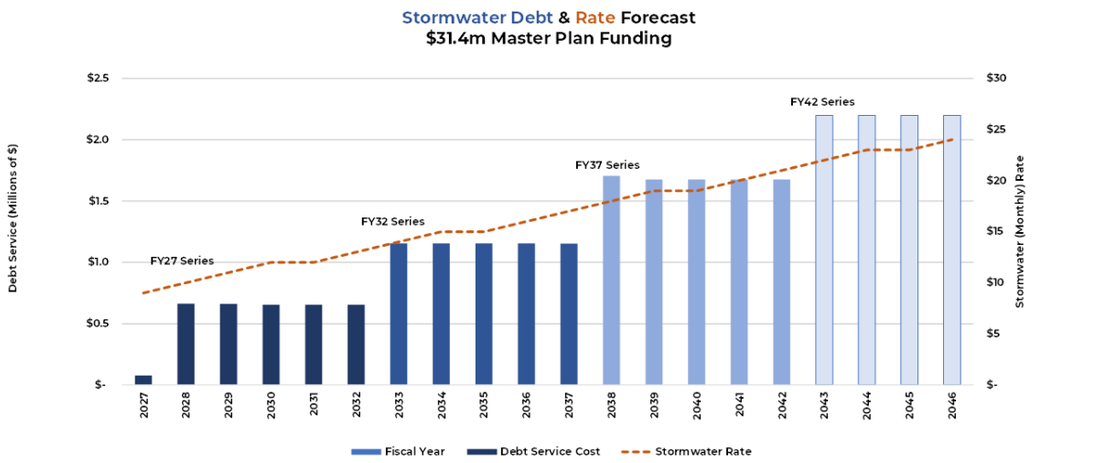
Debt Funding Evaluation

+ Staff evaluated capacity for debt issuances (**every 5 years**) to fully fund remaining projects; this approach **is not** recommended.

+ Issuing debt every 5 years for master plan projects places considerable **rate pressure on customers** and **limits capacity** to adjust for future personnel, operating, and small project needs.

+ For the lion's share of identified projects, we recommend pursuing **grant opportunities** and **Federal + State funding**.

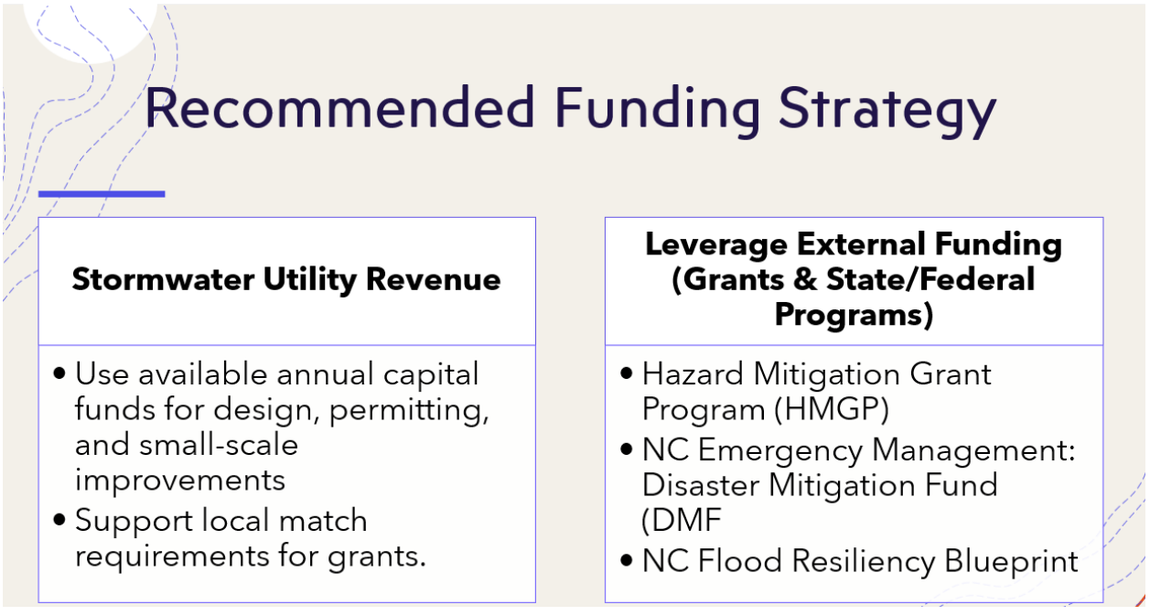
Debt Funding Evaluation

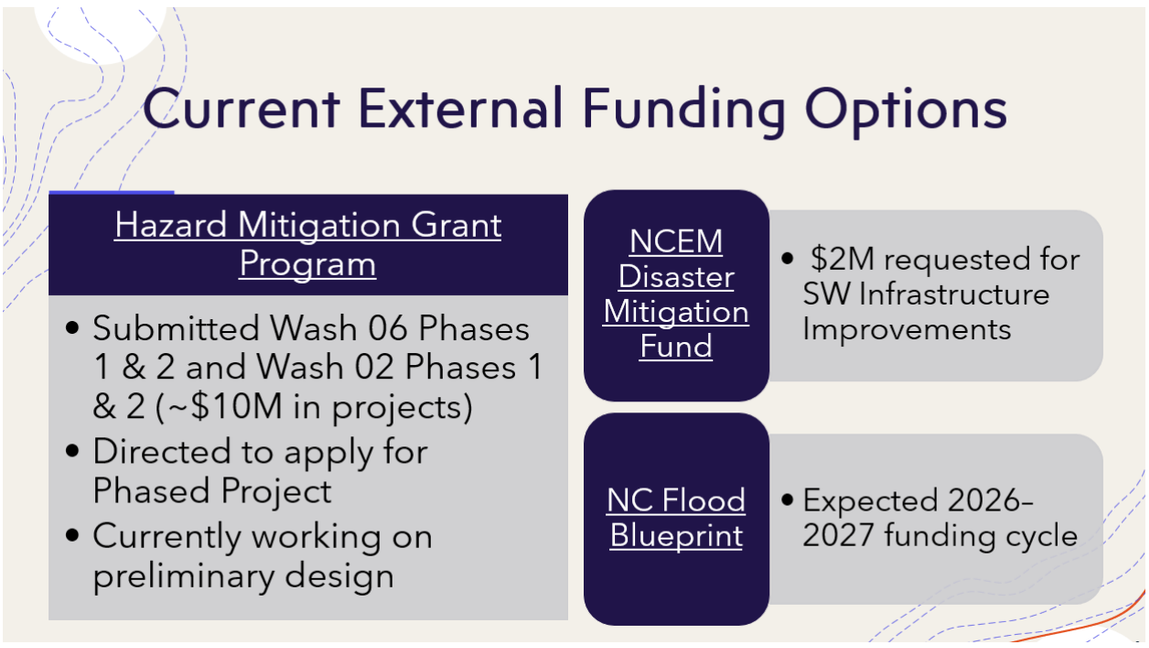


Implementation Approach

A phased, piecemeal approach over the next five years is recommended, allowing the City to:

- Address the most critical assets first
- Maximize grant opportunities
- Reduce direct burden on stormwater ratepayers
- Match project timing with external funding cycles
- Leverage staff and consultant capacity efficiently





C. Helene Recovery Update – *Brian Pahle, Deputy City Manager*

Deputy City Manager Brian Pahle gave an update to the City Council on Helene recovery items.



HELENE

Agenda

- Financial Position Update
- FEMA PA Process Update

HELENE – FEMA PA

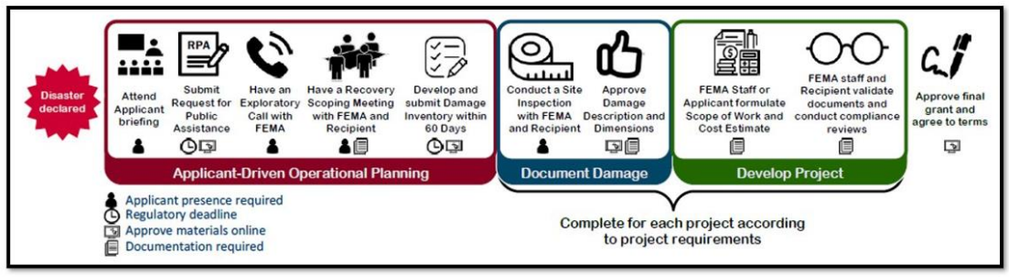
Budget, Obligations, and Revenues

- Current Revised Budget = $10,031,350
- Current Actuals & Obligations = $9,187,927
- Current Revenues
  - FEMA = $1,578,317
  - Insurance = $3,372,564
  - Loans = $10,639,005

Projected Budget = ~$160,000,000

Non-Reimb. Actuals = $288,074

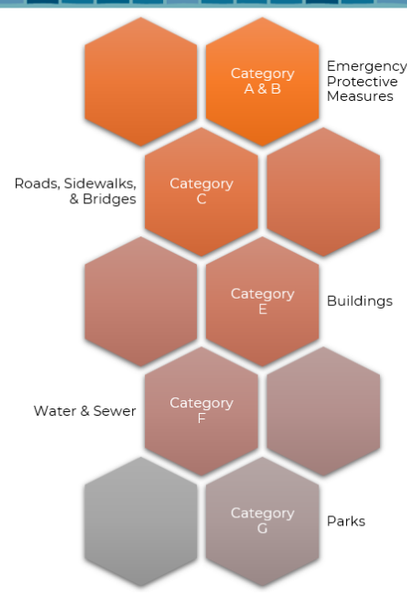
Current Net Surplus/(Deficit) = $6,401,959



HELENE – FEMA PA

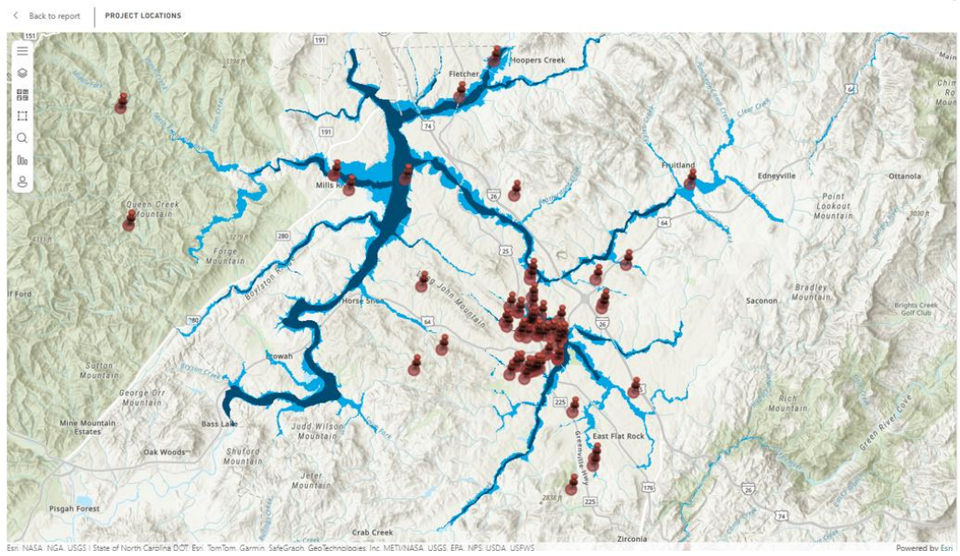
Project Overview

- 89 Projects > 22 Unique FEMA Projects
  - **4 Obligated**
  - **1 Pending Obligation/Submission**
  - **10 FEMA Review**
  - **54 In Development**
  - **20 Withdrawn**
- > 75% of the Cost is in Water & Sewer
- 2 Large Parks Projects
- ~ $2.75m in Emergency Response



HELENE – FEMA PA

Project Overview



HELENE – FEMA PA

Emergency Protective Measures – Categories A & B

- Category A – Debris
  - 100% = $571,403 – Obligated
  - 90% = $55,839 – Obligated
- Category B – Force Account Labor & Equipment
  - 100% = $924,443 – Obligated
- Category B – Temp. Repairs
  - 100% = $170,165 – Pending Applicant Review
  - 90% = $26,632 – Obligated
- Category B – Contracts
  - 100% = $1,282,546 – Pending Application Completion



HELENE – FEMA PA

Fixed Cost Offers

Public Assistance Program and Policy Guide (PAPPG): A Fixed Cost Offer is an estimated and fixed amount of federal funding that an eligible applicant can accept for a project, rather than waiting for reimbursement based on final, actual eligible costs.

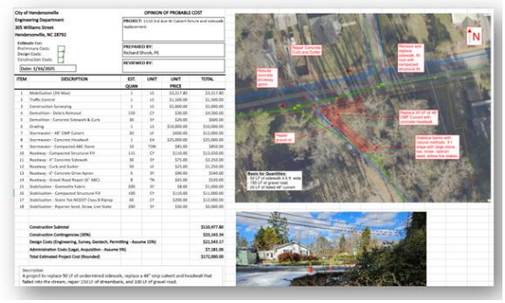
- **Wastewater Treatment Plant**
  - Expedited Design Underway; Letter of Intent Submitted; Justification and Cost Estimates Ready for Submission
- **Patton Park & Pool**
  - Concept Design Complete; Letter of Intent Submitted; Justification and Cost Estimates in Development
- **Whitmire Activity Center**
  - Concept Design Complete; Letter of Intent Submitted; Justification and Cost Estimates in Development

HELENE – FEMA PA

Small Projects

Public Assistance Program and Policy Guide (PAPPG): The PA program allows for simplified procedures on small projects to reduce the administrative burden on applicants and expedite the delivery of recovery funding. This means applicants may provide summary documentation and self-certify project eligibility.

- **~21 Small Projects Identified, Reviewed, and Submitted**
  - Hung up on technical issue with grants portal



HELENE – FEMA PA

City of Hendersonville
Engineering Department
305 Williams Street
Hendersonville, NC 28792

Estimate For:
Preliminary Costs:
Design Costs:
Construction Costs:

Date: 1/16/2025

OPINION OF PROBABLE COST

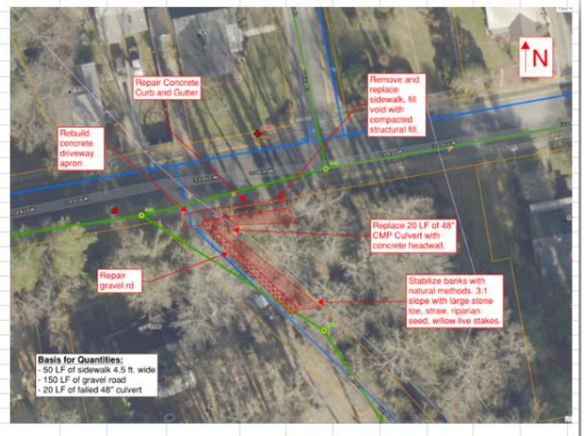
PROJECT: 1110 3rd Ave W Culvert failure and sidewalk replacement.

PREPARED BY: Richard Shook, PE

REVIEWED BY:

ITEM	DESCRIPTION	EST. QUAN	UNIT	UNIT PRICE	TOTAL
1	Mobilization (3% Max)	1	LS	$3,217.80	$3,217.80
2	Traffic Control	1	LS	$1,500.00	$1,500.00
3	Construction Surveying	1	LS	$5,000.00	$5,000.00
4	Demolition - Debris Removal	150	CY	$30.00	$4,500.00
5	Demolition - Concrete Sidewalk & Curb	30	SY	$20.00	$600.00
6	Grading	1	LS	$10,000.00	$10,000.00
7	Stormwater - 48" CMP Culvert	20	LF	$600.00	$12,000.00
8	Stormwater - Concrete Headwall	1	EA	$25,000.00	$25,000.00
9	Stormwater - Compacted ABC Stone	10	TON	$85.00	$850.00
10	Roadway - Compacted Structural Fill	115	CY	$110.00	$12,650.00
11	Roadway - 4" Concrete Sidewalk	30	SY	$75.00	$2,250.00
12	Roadway - Curb and Gutter	50	LF	$25.00	$1,250.00
13	Roadway - 6" Concrete Drive Apron	6	SY	$90.00	$540.00
14	Roadway - Gravel Road Repair (6" ABC)	8	TN	$65.00	$520.00
15	Stabilization - Geotextile Fabric	200	SY	$8.00	$1,600.00
16	Stabilization - Compacted Structural Fill	100	CY	$110.00	$11,000.00
17	Stabilization - Stone Toe NCDOT Class B Riprap	60	CY	$200.00	$12,000.00
18	Stabilization - Riparian Seed, Straw, Live Stake	200	SY	$30.00	$6,000.00
	Construction Subtotal				**$110,477.80**
	Construction Contingencies (30%)				**$33,143.34**
	Design Costs (Engineering, Survey, Geotech, Permitting - Assume 15%)				**$21,543.17**
	Administration Costs (Legal, Acquisition - Assume 5%)				**$7,181.06**
	Total Estimated Project Cost (Rounded)				**$172,000.00**

Description:
A project to replace 50 LF of undermined sidewalk, replace a 48" cmp culvert and headwall that failed into the stream, repair 150 LF of streambank, and 100 LF of gravel road.



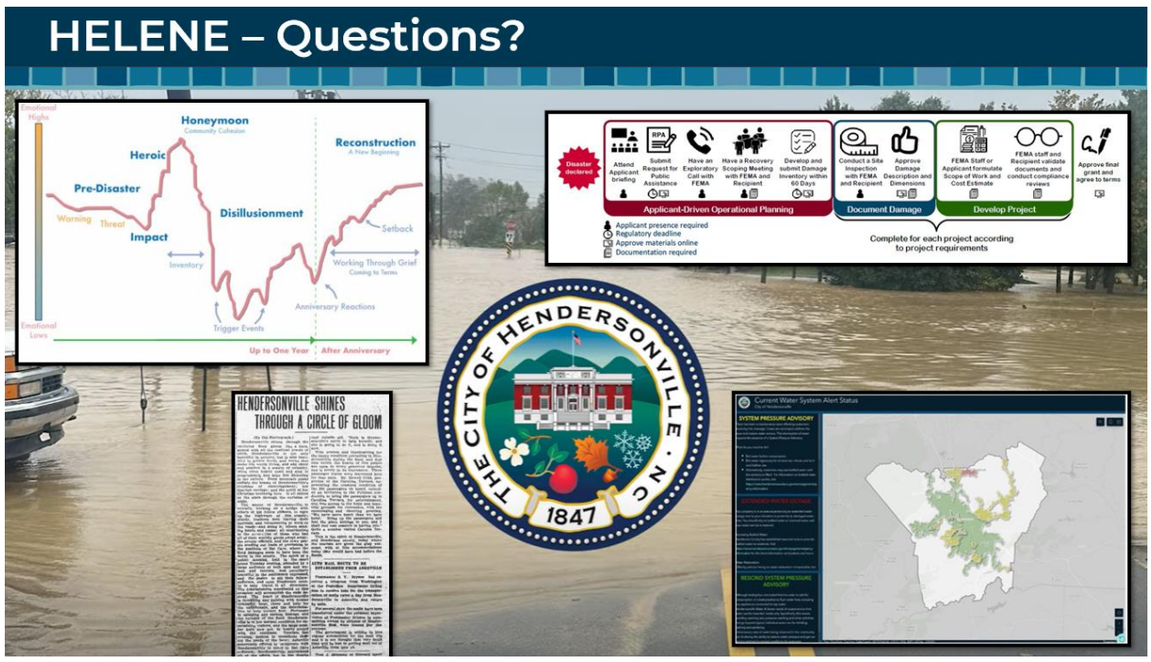


HELENE – FEMA PA

Other Projects

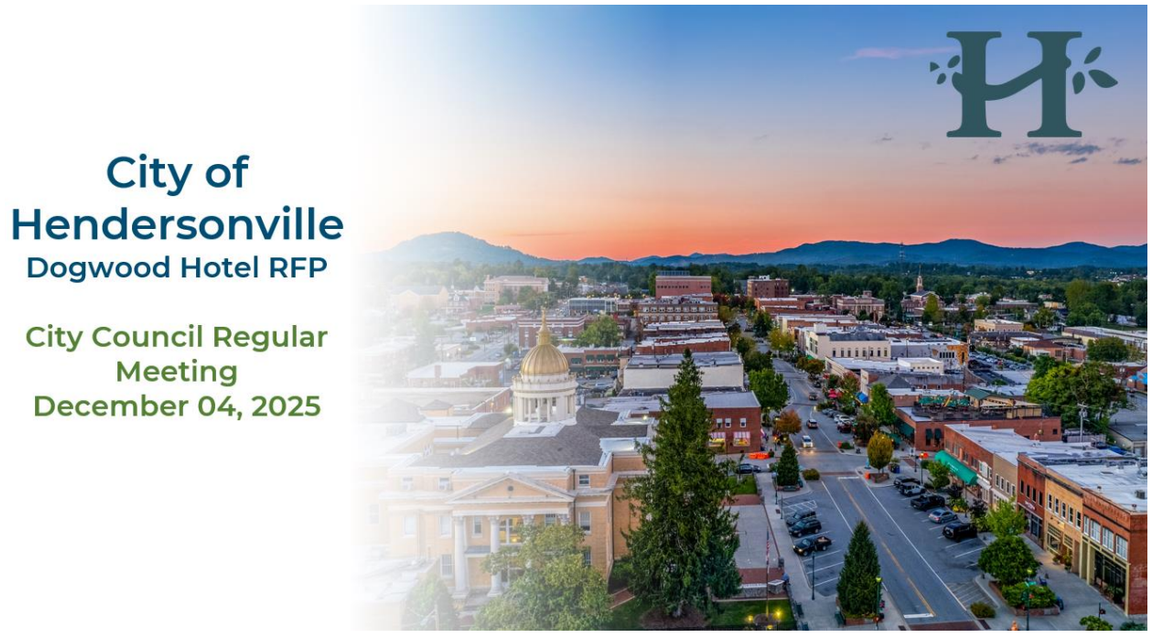


- **City Hall**
  - Roof and Water Damage
  - Insurance Proceeds for Some of the Damage
  - Project Close to Bid
- **City Ops**
  - Flood Damage
  - Insurance Proceeds for Some of the Damage
  - Project Complete > Submission of Final Costs to FEMA
- **Reservoirs & Intakes (French Broad, Mills River, North Fork, and Bradley)**
  - Flood Damage
  - Insurance Proceeds for Some of the Damage
  - Projects in Various Stages of Development



D. Dogwood Hotel RFP – *Brian Pahle, Deputy City Manager*

Deputy City Manager Brian Pahle gave an update to the City Council on a proposed RFP release for a public-private partnership to pursue a hotel on the Dogwood Parking Lot site. He presented the following PowerPoint presentation.





PROJECT TIMELINE

Timeline of Dogwood Hotel Discussions

- **Spring 2016 –** City Issues RFP for Downtown Hotel on Dogwood or Grey Mill Sites
- **2017 –** City engages with Belmont Sayre for the redevelopment of the Grey Hosiery Mill into apartments
- **2019 –** City releases new RFP for Downtown Hotel on Dogwood Site
- **2019 –** City acquire land at 5th and Church to build a parking deck
- **2020 –** New Grey Mill Apartments Open
- **2020 –** City engages with Blue Star Hospitality for a Springhill Suites on the Dogwood Site
- **COVID –** City and Blue Star Hospitality unwind agreement

PROJECT TIMELINE

Timeline of Dogwood Hotel Discussions

- **COVID –** City and Blue Star Hospitality unwind agreement
- **2021 –** City Approves Plans for Courthouse Inn and Cedars/Fairmont
- **2023 –** City opens new Downtown Parking Deck
- **2025 –** City receives multiple private developer inquiries about a Downtown Hotel amenity

PROJECT OVERVIEW

G.S. 160D-1315 – Downtown Development Projects (P3s)

- **Guides the process for the disposition of downtown public property in exchange for a public-private development project**
  - **"**As used in this section, "downtown development project" or "joint development project" means a capital project, in a central business district, as that district is defined by the governing board, comprising one or more buildings and including both public and private facilities. By way of illustration but not limitation, such a project might include a single building comprising a publicly owned parking structure and publicly owned convention center and a privately owned hotel or office building.**"**
  - **Specifically, we would be looking at conveyance of real property utilizing this statute's authorization for sale in accord with a community development plan**
  - **The community development plan to be used for this guidance shall be the City's recently adopted Gen H Downtown Master Plan**

PROJECT OVERVIEW

G.S. 160D-1315 – Downtown Development Projects (P3s)

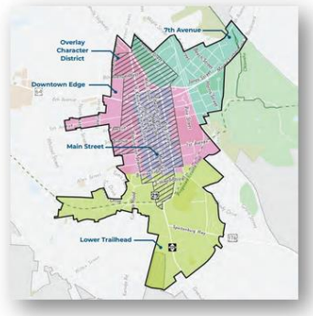
- **Downtown Master Plan Guidance**
  - **Property identified as "most suitable" for commercial development (also identified as underdeveloped) – Identified as Mixed Use/Infill on Downtown Edge Concept**
  - **Loss of Historic Hotels**
  - **Expansion of MSD**

1950s-1990s

The city witnessed significant urban redevelopment, with the demolition of downtown hotels and threats to historic neighborhoods due to rapid development.

DOWNTOWN EDGE

This district is centrally located in the downtown study area but focuses outside of the core. This district has the opportunity to accommodate commercial, office, and residential growth in downtown.





PROJECT OVERVIEW

G.S. 160D-1315 – Downtown Development Projects (P3s)

- **RFP Draft**
  - **Property Appraisal - $4,335,000 (as of Dec. 2025)**
  - **MSD Expansion – Downtown Edge Hospitality District**
  - **Infrastructure Improvements – Streetscapes, water, sewer, etc...**





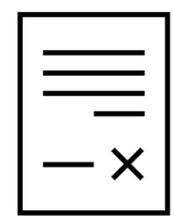


PROJECT TIMELINE

G.S. 160D-1315 – Downtown Development Projects (P3s)

- **RFP Draft**
  - **Release Date** — **December 15, 2025**
  - **Submittal Deadline** — **February 15, 2026**
  - **Staff Review** — **February 16, 2026**
  - **City Council Review/Approval** — **March 5, 2026, or Future Date**

  - **Development Agreement** — **TBD**

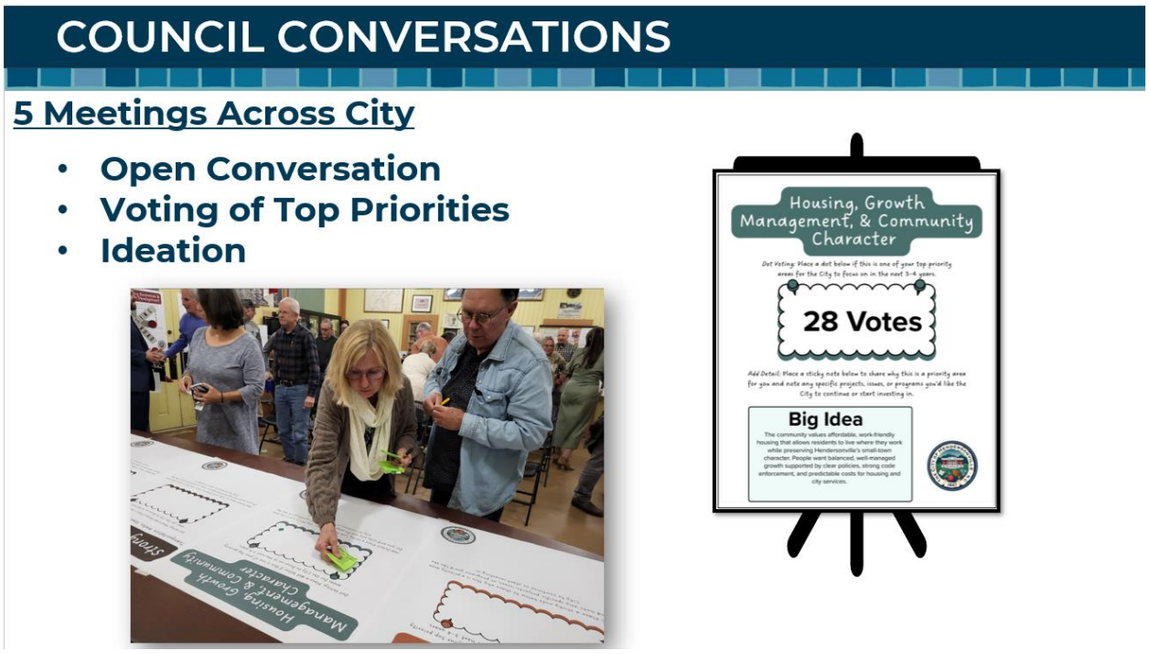


E. FY27-FY29 Strategic Plan Update – *Brian Pahle, Deputy City Manager*

Deputy City Manager Brian Pahle gave an update to the City Council on the current strategic plan update process and he presented the following PowerPoint presentation.







FOCUS GROUP

4 Meeting Sprint/Gap Analysis

- **Generated 3Ps (Projects, Programs, Policies)**
- **Identified Desired Future State for City**
- **Interviewed Staff**
- **Finalized 3P Recommendations**

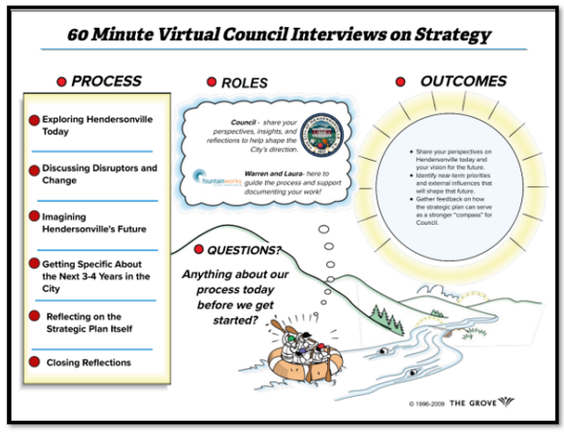




CITY COUNCIL INTERVIEWS

1 Hour Direct Interviews with Council & City Manager

- **Identified Desired Future State for City**



"Keeping the hometown feel while accommodating growth"

"Hendersonville hospitality is matched by service excellence and mutual respect in civic life"

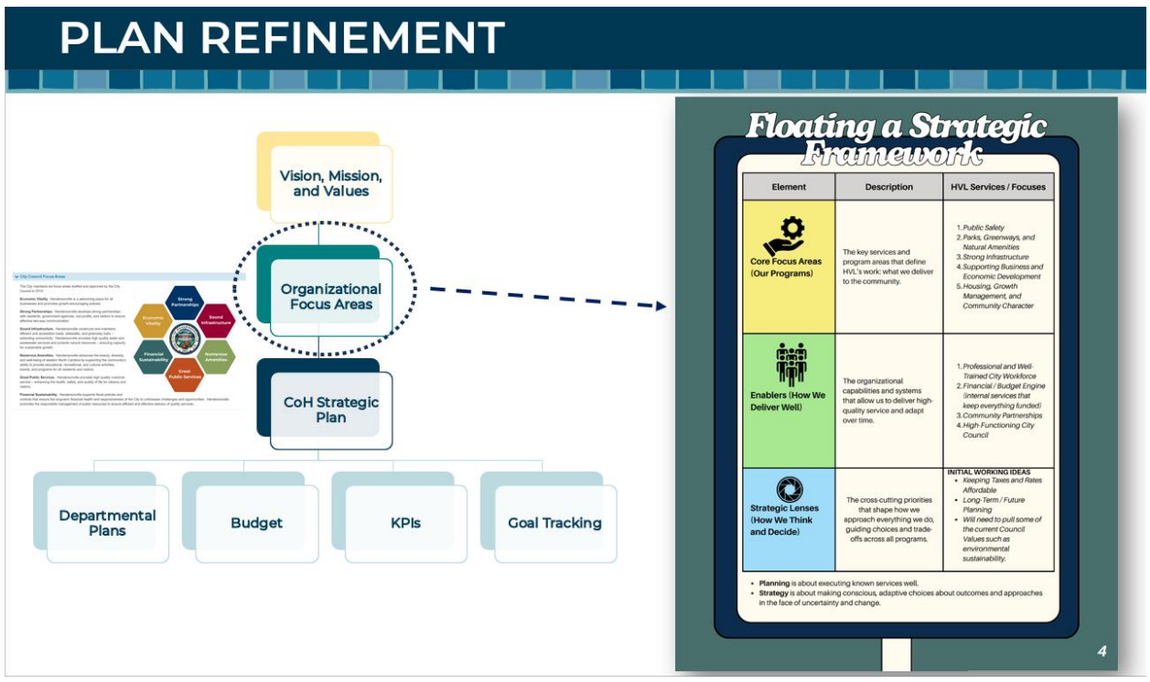
"...grounded, respectful, service-oriented, and committed to continuous improvement"

STAFF INPUT SESSION

All Day Meeting

- **Discussed Disruptors, SWOT, and Vision**
- **Reviewed Community Input Meeting Summaries**
- **Identified What "Winning" Looks Like**







F. Approval of the 2026 Annual Schedule of Meetings for City Council – *Jill Murray, City Clerk*

City Manager John Connet asked Council to approve their 2026 Annual Schedule of Meetings.

Council Member Jennifer Hensley moved that the City Council approve the 2026 Meeting Schedule as presented. A unanimous vote of the Council followed. Motion carried.

NOTICE

City of Hendersonville City Council
Operations Center Assembly Room | 305 Williams St., Hendersonville, NC 28792

NOTICE OF CITY COUNCIL REGULAR MEETINGS 2026

The Regular Meetings of the City of Hendersonville City Council will be held on the **first Thursday** of each month beginning at **5:45 p.m.** in the Operations Center Assembly Room located at 305 Williams Street, Hendersonville, NC.

January 7, 2026 (Wed)
February 5, 2026
March 5, 2026
April 2, 2026 (Closed 4/3 Easter)
May 13, 2026 (Wed) (NCLM City Vision)
June 4, 2026
July 2, 2026 (Closed 7/3 4th of July)
August 6, 2026
September 3, 2026
October 1, 2026
November 5, 2026
December 3, 2026

****Council/Staff Retreat – February 26-27, 2026 – Location TBD**
****City Council Budget Workshop – May 1, 2026**

The Second Monthly Meetings will be held on the **fourth Wednesday** of each month beginning at **4:00 p.m**. in the Operations Center Assembly Room located at 305 Williams Street, Hendersonville, NC.

~~**January 28, 2026**~~ **Canceled**
February 25, 2026
March 25, 2026
April 22, 2026
May 27, 2026
June 24, 2026
July 22, 2026
August 26, 2026
September 23, 2026
October 28, 2026
~~**November 25, 2026**~~ **Canceled**
~~**December 23, 2026**~~ **Canceled**

Jill Murray
City Clerk

The City of Hendersonville is committed to providing accessible facilities, programs and services for all people in compliance with the Americans with Disabilities Act (ADA). Should you need assistance or a particular accommodation for this meeting please contact the City Clerk no later than 24 hours prior to the meeting at 697-3005.

Posted 12/05/2025 ***Published in Times-News 12/15/2025***

https://www.hendersonvillenc.gov

9. BOARDS/COMMISSIONS/COMMITTEE APPLIVATIONS

A. Term Renewals and Vacancies

Environmental Sustainability Board

City Council Member Gina Baxter moved that the City Council appoint Richard Harris to the Environmental Sustainability Board filling the unexpired term of Joan Zaki until June, 2027. After that, he can apply for his first full three-year term expiring in June, 2030. A unanimous vote of the Council followed. Motion carried.

City Council Member Gina Baxter moved that the City Council appoint Kimberly Blackwell to the Environmental Sustainability Board filling the unexpired term of Jane Edgar until June, 2027. After that, she can apply for her first full three-year term expiring in June, 2030. A unanimous vote of the Council followed. Motion carried.

Historic Preservation Committee

City Council Member Jennifer Hensley moved that the City Council to reappoint Stan Smith to the Historic Preservation Commission for his first three-year term expiring in December, 2028. A unanimous vote of the Council followed. Motion carried.

City Council Member Jennifer Hensley moved that the City Council reappoint Ralph Hammond-Green to the Historic Preservation Commission for his second three-year term expiring in December, 2028. A unanimous vote of the Council followed. Motion carried.

City Council Member Jennifer Hensley moved that the City Council reappoint Lauren Matoian to the Historic Preservation Commission for her first three-year term expiring in December, 2028. A unanimous vote of the Council followed. Motion carried.

City Council Member Lyndsey Simpson moved that the City Council appoint James Brewer to the Historic Preservation Commission for his first three-year term expiring in December, 2028, filling the vacancy left by Jane Branigan. A unanimous vote of the Council followed. Motion carried.

Planning Board

City Council Member Lyndsey Simpson moved that the City Council reappoint Robert Johnson to the Planning Board for his first three-year term expiring in December, 2028. A unanimous vote of the Council followed. Motion carried.

City Council Member Lyndsey Simpson moved that the City Council reappoint Betsey Zafra to the Planning Board for her first three-year term expiring in December, 2028. A unanimous vote of the Council followed. Motion carried.

City Council Member Lyndsey Simpson moved the City Council reappoint Kyle Gilgis to the Planning Board for her first three-year term expiring in December, 2028. A unanimous vote of the Council followed. Motion carried.

City Council Member Lyndsey Simpson moved that the City Council reappoint David McKinley to the Planning Board for his first three-year term expiring in December, 2028. A unanimous vote of the Council followed. Motion carried.

Tree Board

City Council Member Lyndsey Simpson moved that the City Council appoint Bill Leatherwood to the Tree Board for his first three-year term expiring in December, 2028 filling the vacancy of Rebecca Doll. A unanimous vote of the Council followed. Motion carried.

B. IMD Multimodal Planning Program New Bicycle Plan Grant – *Blake Fulgham, Management Analyst II-Strategy & Performance*

Assistant City Manager Brent Detwiler explained that NCDOT's consultant, John R McAdams Company Inc., has begun the grant funded Bicycle Plan. An integral part of the plan development is having a steering committee consisting of area stakeholders to review plan drafts, provide feedback, and help deliver the final product. The consultants and staff have used NCDOT's guidance, which has been provided, to put together a list of people that would be interested in serving as steering committee members. Staff are requesting City Council's feedback on the list of potential members of the Bicycle Steering Committee and ultimately to appoint the members to the committee. Moving forward, city staff will be engaging potential members of the Bicycle Steering Committee, requesting input & feedback, and plans to present a list for a Bicycle Steering Committee at the January City Council Meeting.

Council Member Melinda Lowrance moved that City Council approve city staff's plan to pursue and create a Bicycle Steering Committee. A unanimous vote of the Council followed. Motion carried.

10. CITY MANAGER REPORT

City Manager John Connet said that we are approaching the holidays, and we have mentioned to Council that it has become somewhat of a tradition to provide Christmas bonuses to our team members. We have looked at our revenue and finances, and we are in really good shape, so the management team proposes establishing a $1,000 bonus for full-time employees and $500 for part-time employees, including our crossing guards. So, we ask that Council approve that and we will begin implementation so that the checks can be delivered before Christmas.

City Council Member Jennifer Hensley moved the City Council to authorize the City Manager to provide a one-time appreciation bounus in the amount of $1,000 for all full-time employees and $500 for all permanent part-time employees, to include crossing guards. I further move City Council to adopt a budget amendment providing funds for the bonuses as presented.

City Manager John Connet then said when the City Manager has eight hours driving back and forth to Raleigh, he comes up with crazy ideas. We are within one year of the Mayor's retirement so I came up with this crazy idea called "Mayor's Memories" and I went and pulled out the minutes from December 7, 1989. That was the meeting where Mayor Barbara Volk was sworn in for the first time into City Council with Sam Mills, Guy Patrick Whitmire and Joel Wright. I think that is a good start for my "Mayor's Memories" and stay tuned for more during Manager's Comments.

A. November 2025 Contingency and Adjustment Report – *John Connet, City Manager*

In accordance with North Carolina General Statute (NCGS) 159-13(b) it is required that all expenditures resulting from a contingency appropriation budget be reported to the governing board at its next regular meeting and recorded in the minutes.

NCGS 159-15 permits the Budget Officer (City Manager) to transfer budget from one appropriation to another within the same fund, provided any such transfers are reported to the Governing Board. The City of Hendersonville refers to transfers of budget from one appropriation to another within the same fund as a "budget adjustment." City Council authorizes budget adjustments each year with the adoption of the annual budget ordinance (SECTION 4).

This agenda item serves to fulfill the reporting requirements of both NCGS 159-13(b) and 159-15 by providing City Council with a summary of all amendments and adjustments occurring thus far in the fiscal year.

FISCAL YEAR 2025 - 2026 (FY26) BUDGET AMENDMENTS AND ADJUSTMENTS			Completed / Proposed	Corrected / Denied					
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET	DESCRIPTION	APPROVED	TYPE	AMENDMENT NUMBER
060-1014-519104	Prof Servives- ENG	53,000	-	1,000	52,000	WS Missed Payment	yes	adjustment	10/28/2025
060-7002-519104	Prof Servives- ENG	20,000	1,000	-	21,000	WS Missed Payment	yes	adjustment	10/28/2025
010-1525-531225	Training	8,000		1,250	6,750	New Mower Lease	yes	Adjustment	11/17/2025
010-1525-534000	Non-Capita Equipment	14,716	1,250	-	15,966	New Mower Lease	yes	Adjustment	11/17/2025
020-1525-521001	Supplies and Materials	25,000		25,000	-	Moving 1525 budget to 2102	yes	Adjustment	11/17/2025
020-2102-521001	Supplies and Materials	6,000	25,000	-	31,000	Moving 1525 budget to 2102	yes	Adjustment	11/17/2025
021-1525-521001	Supplies and Materials	2,000		2,000	-	Moving 1525 budget to 2202	yes	Adjustment	11/17/2025
021-2202-521001	Supplies and Materials	5,000	2,000	-	7,000	Moving 1525 budget to 2202	yes	Adjustment	11/17/2025
010-1300-519102	Prof Services Legal	31,395		14,242	17,153	Background Checks	yes	Adjustment	11/19/2025
010-1300-519200	Contract Services	63,457	14,242	-	77,699	Background Checks	yes	Adjustment	11/19/2025
060-7155-519200	Contracted Services	430,750		370,750	60,000	Sewer Colleciton System Master Plan Grant Accou	yes	Adjustment	11/21/2025
060-7155-532100	Grant Expense	-	370,750	-	370,750	Sewer Colleciton System Master Plan Grant Accou	yes	Adjustment	11/21/2025

11. CITY COUNCIL COMMENTS

Mayor Pro Tem Jennifer Hensley said she would like to wish everyone a Merry Christmas and Happy Holidays and say thank you to all of our staff who make our lives much easier.

12 . CLOSED SESSION

Council Member Lyndsey Simpson moved that City Council enter closed session pursuant to NCGS § 143-318.11 (a) (1) (3) and (6) to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes, 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 and to consider the case of Public Service Company of North Carolina d/b/a Enbridge Gas vs. Moore & Son Site Contractors Inc……City of Hendersonville Et Al - 25-CV002532-440 and the case of

<u>Peter Freer v. City of Hendersonville - 24CVS001022-440</u> and to consider the qualifications, competence, performance, character, fitness of an individual public officer or employee. A unanimous vote of the Council followed. Motion carried.

13 . <u>ADJOURN</u>

City Council went into closed session at 8:46p.m.

There being no further business, the meeting adjourned at 9:01p.m. upon unanimous assent of the Council in open session. No further action was taken.

_____
Barbara G. Volk, Mayor

ATTEST: _____
Jill Murray, City Clerk

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Caitlyn Gendusa **MEETING DATE:** 1/7/2026

AGENDA SECTION: New Business **DEPARTMENT:** Public Works

TITLE OF ITEM: Approval of Vehicle & Equipment Management Policy and Procedure - *Caitlyn Gendusa, Public Works Superintendent Sustainability Manager*

SUGGESTED MOTION(S):

I move City Council to adopt the Resolution by the City of Hendersonville City Council approving the Vehicle & Equipment Management Policy and Vehicle & Equipment Management Procedure as presented.

SUMMARY:

The purpose of this policy is to provide specifications of vehicle and equipment requirements for standardization, turning in a vehicle, sustainable fleet transition, and replacement.

The purpose of this procedure is to define the requirements for vehicle and equipment procurement in the City of Hendersonville.

BUDGET IMPACT: No direct impacts

Is this expenditure approved in the current fiscal year budget? N/A

If no, describe how it will be funded. N/A

ATTACHMENTS:

Vehicle & Equipment Management Policy

Vehicle & Equipment Management Procedure

	CITY OF HENDERSONVILLE	Date of Review/Update	
Policy Name:	Vehicle & Equipment Management Policy:	Date Adopted	

I. Purpose

This policy advises employees on requirements for City vehicle and equipment procurement.

II. Scope

This policy includes guidance on:

1. Definitions of vehicle types
2. Specification of vehicle and equipment requirements for:
    i. Standardization;
    ii. Turning in a vehicle;
    iii. Sustainable fleet transition; and
    iv. Replacement.

This policy shall be interpreted in connection with the City's Vehicle Use Policy and Vehicle & Equipment Management Procedure.

II. Definitions

1. Light-Duty Vehicle: A vehicle with a gross vehicle weight rating (GVWR) of less than 8,500 pounds.
2. Medium-Duty Vehicle: A vehicle with a GVWR between 8,500 and 14,000 pounds.
3. Heavy-Duty Vehicle: A vehicle with a GVWR of greater than 14,000 pounds.
4. Equipment: Non-road machinery powered by non-renewable fuel sources, such as lawn, property maintenance, or construction equipment.

III. Vehicle Standardization

All City vehicles will be white except for public safety vehicles whose graphics are approved by the City Manager.

	CITY OF HENDERSONVILLE	Date of Review/Update	
Policy Name:	Vehicle & Equipment Management Policy:	Date Adopted	

All vehicles and motorized equipment purchases are made by the Fleet Manager only or a designee approved by the Public Works Director.

The Fleet Manager will ensure that vehicle type standardization is prioritized where applicable.

IV. Turning in Vehicle

Upon pickup of the new vehicle, the employee shall turn in the replacement vehicle to Fleet Maintenance in good working order and a clean condition.

Fleet Maintenance staff shall inform The Risk & Safety staff member for all vehicles sold and/or purchased for insurance purposes.

V. Sustainable Fleet Transition

To reduce fuel costs and implement the Sustainability Strategic Plan, adopted May 2024, the following requirements shall be followed:

Light-Duty Vehicles

All light-duty vehicle acquired after the adoption of this policy shall be low-emission vehicles, including electric, hybrid, or alternative fuel options, subject to exemptions defined by this policy.

Medium and Heavy-Duty Vehicles & Equipment

Departments and divisions shall procure low-emission options for medium- and heavy-duty vehicles and equipment, where feasible and consistent with operational needs.

Fleet Right- Sizing

	CITY OF HENDERSONVILLE	Date of Review/Update	
Policy Name:	Vehicle & Equipment Management Policy:	Date Adopted	

The Department Head shall procure vehicles that are the most efficient and appropriately sized to meet departmental operational requirements.

Vehicle Utilization

Vehicles will be evaluated annually for utilization. Departments must follow the justification process outlined in the Vehicle and Equipment Replacement Procedure for any vehicles identified as underutilized.

VI. Exemptions

The following exemptions apply to this section:

1. Public safety pursuit or emergency vehicles where suitable low-emission replacement is not available.
2. Leased vehicles for emergency response
3. Vehicles with a return on investment longer than the estimated replacement schedule as defined in the Vehicle and Equipment Replacement Procedure.

VII. Appeals

Departments may appeal the requirement to purchase low-emission vehicles by submitting written justification to the Sustainability Manager. Appeals will be reviewed by the Public Works Director or their designee.

VIII. Replacement

Any department or division seeking to replace a city vehicle must follow the established Vehicle and Equipment Replacement Procedure.

Departments may not purchase, lease, or otherwise acquire a replacement vehicle without prior approval through the replacement process outlined in the Vehicle and Equipment Replacement Procedure. Requests must be submitted in accordance with the process, including completion of the Vehicle Replacement Form.

	CITY OF HENDERSONVILLE	Date of Review/Update	
Policy Name:	Vehicle & Equipment Management Policy:	Date Adopted	

The Fleet Department, in coordination with the Sustainability Manager and Budget Office, will evaluate all requests to confirm compliance with replacement criteria.

Disposal/Resale

All City vehicles removed from service shall be disposed of or resold in accordance with the Vehicle and Equipment Replacement Procedure.

Amendments to Policy

This Policy may be modified by the City Manager as needed.

Approved by:

_____ _____

John F. Connet, City Manager Date:

Vehicle & Equipment Management Procedure

I. Purpose

The purpose of this procedure is to define the requirements for vehicle procurement in the City of Hendersonville.

II. Location of Documents

All relevant documents for the Vehicle & Equipment Management Procedure can be found on the Employee Hub.

III. Procedure

The following process should be followed before ordering the new vehicle:

a) Underutilization

The Management Analyst or Sustainability Manager will conduct an annual vehicle utilization analysis to identify vehicles that are driven less than 2,000 miles per year and are deemed to be underutilized. This information will be shared with the relevant department head for consideration on vehicle ownership justification.

b) Cost Justification

The Sustainability Manager shall provide a 7 year (or other time span following the vehicle's replacement schedule) cost justification for all light-duty vehicles submitted with the Capital Improvement Plan, CIP request, subject to exemptions referenced in the Vehicle Use Policy.

c) Replacement

Vehicles will be considered for replacement if they meet the criteria outlined in the Vehicle Procurement & Replacement Form.

d) Disposal/Resale Process:
    1. All seals, decals, and equipment are removed from vehicles before resale if possible.
    2. The Finance Department and Risk & Safety Officer should be notified of vehicle assets being removed or sold.
    3. The license plate will be removed and returned to the North Carolina Department of Motor Vehicles.
    4. Vehicles and equipment shall be sold following City Purchasing and Contracting policies.

e) Procurement:

    Vehicle procurement: All departments requesting a vehicle, whether new or a replacement, are required to fill out the Vehicle Procurement & Replacement Form.

f) Amendments to Procedure:

    This Procedure may be modified by the City Manager as needed.

    Approved by:

    _____ _____

    John F. Connet, City Manager Date:

Resolution #__-___

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO ADOPT THE VEHICLE & EQUIPMENT MANAGEMENT POLICY

WHEREAS, the City of Hendersonville City Council adopted the Sustainability Strategic Plan on May 2, 2024 which includes a transportation related action to reduce City fleet fuel usage by 40%; and

WHEREAS, The purpose of this policy is to specify vehicle and equipment requirements for standardization, turning in a vehicle, sustainable fleet transition, and replacement; and

WHEREAS, there continues to be opportunities to save Hendersonville taxpayer money by reducing vehicle related fuel costs by prioritizing low emission vehicles and fuels where feasible.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that:

1. The Vehicle & Equipment Management Policy, is hereby approved.

Adopted by the City Council of the City of Hendersonville, North Carolina on this _th day of January 2026.

_____

Attest: Barbara G. Volk, Mayor, City of Hendersonville

_____

Jill Murray, City Clerk

Approved as to form:

_____

Angela S. Beeker, City Attorney

Resolution #__-___

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO ADOPT THE VEHICLE & EQUIPMENT MANAGEMENT PROCEDURE

WHEREAS, the City of Hendersonville City Council adopted the Sustainability Strategic Plan on May 2, 2024 which includes a transportation related action to reduce City fleet fuel usage by 40%; and

WHEREAS, The purpose of this procedure is to define the requirements for the vehicle and equipment procurement in the City of Hendersonville; and

WHEREAS, there continues to be opportunities to save Hendersonville taxpayer money by reducing vehicle related fuel costs by prioritizing low emission vehicles and fuels where feasible.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that:

1. The Vehicle & Equipment Management Procedure, is hereby approved.

Adopted by the City Council of the City of Hendersonville, North Carolina on this _th day of January 2026.

_____

Attest: Barbara G. Volk, Mayor, City of Hendersonville

_____

Jill Murray, City Clerk

Approved as to form:

_____

Angela S. Beeker, City Attorney

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Blake Fulgham, Management Analyst II

MEETING DATE: 01/07/2026

AGENDA SECTION: CONSENT AGENDA

DEPARTMENT: Public Services

TITLE OF ITEM: Approval to Apply for the North Carolina Parks and Recreation Trust Fund Helene Recovery Fund -*Blake Fulgham, Management Analyst II*

SUGGESTED MOTION(S):

I move City Council approve city staff's plan to apply for the North Carolina Parks and Recreation Trust Fund Helene Recovery Fund.

SUMMARY:

The Disaster Recovery Act was ratified on June 27th, 2025, which then allocated $4,158,875 to the PARTF fund for designated areas impacted by hurricane Helene. The City of Hendersonville experienced damage to many of its parks and recreation facilities, damaged infrastructure, as well as environmental impacts such as heavy erosion. The City of Hendersonville plans to utilize this funding opportunity to not only restore critical infrastructure, but to develop and implement resiliency measures to decrease volatility risk of proposed infrastructure in the future.

BUDGET IMPACT: **We will be required to agree to a 50% match.**

Is this expenditure approved in the current fiscal year budget? N/A

If no, describe how it will be funded. N/A

ATTACHMENTS:

N/A

Resolution #__-____

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL IN SUPPORT OF APPLICATION FOR THE PARKS AND RECREATIONTRUST FUND HELENE RECOVERY FUND

WHEREAS, the North Carolina Parks & Recreation Authority was allotted $4,158,875 in funds through the *Disaster Recovery Act* of 2025 for use in areas affected by Hurricane Helene.

WHEREAS, the City of Hendersonville is committed to providing its citizens and visitors with safe, accessible, and valuable parks and recreational infrastructure with the goal of providing the highest quality of life for its citizens.

WHEREAS, the City of Hendersonville wishes to pursue funding opportunities that would allow the City to repair and improve damaged recreational infrastructure at Patton Park to provide increased resiliency to future natural disaster and storms.

WHEREAS, the City's financial resources have limited the City's ability to restore all damaged infrastructure within our parks and green spaces network to pre-Helene conditions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that:

1. The City hereby endorses the application for the Parks and Recreation Trust Fund Helene Recovery Fund and, if awarded, provide dollar-for-dollar matching funds for the project, as well as staff assistance for the duration of the project; and
2. The City Manager is authorized to execute said application.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 7th day of January, 2026.

_____

Attest: Barbara G. Volk, Mayor, City of Hendersonville

_____

Jill Murray, City Clerk

Approved as to form:

_____

Angela S. Beeker, City Attorney

Helene Recovery Fund for PARTF 2025-2026

Non-Recurring Funding SL 2025-26, House Bill 1012

Environmental Sustainability: To assist the N.C. Department of Natural and Cultural Resources (DNCR) in being good stewards of the environment, please print your application documentation double-sided on 30% post-consumer recycled paper.

The Division of Parks and Recreation does not discriminate against anyone based on race, sex, color, national origin, age, or disability and is an equal opportunity employer. If anyone feels that he/she has been discriminated against, a complaint may be filed with either DNCR or the Equal Opportunity Office, U.S. Department of the Interior, Washington, D.C. 20240

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Helene Recovery Fund for PARTF
Grant Cycle Schedule

October 1, 2025	**Announcement** The N.C. Division of Parks and Recreation (DPR) announces the availability of Helene Recovery Fund matching grants to local governments.
January 30, 2026	**Application Deadline** Applications are due, either via **paper submission or online in SharePoint by 5pm**. Paper submissions should be postmarked by January 30 to be eligible for consideration.
March 27, 2026	**Selecting Grant Recipients** The Parks and Recreation Authority meets to select grant recipients at Lake James State Park. A streaming option will be made available as well.
May 1, 2026, to April 30, 2029	**Anticipated Project Period for Helene Recovery Fund projects.**

Helene Recovery Fund
Requirements and Resources

Overview

The Disaster Recovery Act of 2025 (SL 2025-26, House Bill 1012) was ratified on June 27, 2025, allocating $4,158,875 to the Parks and Recreation Trust Fund for eligible uses in the affected area for local governments. Per statue, the North Carolina Parks and Recreation Authority shall not impose the maximum grant size set forth in NCAC Subchapter 13K .0100 with respect to funds provided by this subdivision. The Helene Recovery Fund has been allocated to the Parks & Recreation Trust Fund (PARTF), so the grant program will be administered through the PARTF administrative code. This application includes references to PARTF throughout as well.

Applications are due, either via paper submission or online in SharePoint by 5pm. Paper submissions should be postmarked by January 30 to be eligible for consideration.

Program Summary

Eligible Applicants: North Carolina counties and incorporated municipalities are eligible for Helene Recovery through PARTF grants. Two or more local governments may apply jointly with one serving as the primary sponsor.

Public authorities, as defined by GS 159-7, are also eligible if they are authorized by N.C. general statutes to acquire land and develop recreation facilities for public use.

Per SL 2025-26, House Bill 1012, eligible counties are listed below and include counties designated before, on, or after the effective date of this act under a major disaster declaration by the President of the United States under the Stafford Act (P.L. 93-288) as a result of Hurricane Helene.

> Alexander, Alleghany, Ashe, Avery, Buncombe, Burke, Cabarrus, Caldwell, Catawba, Cherokee, Clay, Cleveland, Forsyth, Gaston, Graham, Haywood, Henderson, Iredell, Jackson, Lee, Lincoln, Macon, Madison, McDowell, Mecklenburg, Mitchell, Nash, Polk, Rowan, Rutherford, Stanly, Surry, Swain, Transylvania, Union, Watauga, Wilkes, Yadkin, and Yancey.

A map of the eligible counties is also available online: https://gis.fema.gov/maps/disaster/dec_4827.png

Eligible Projects: Eligible applicants can apply to acquire land for parks and build recreational facilities for use by the public in the affected area.

Maximum Request: There is no maximum request for this grant.

Dollar-for-Dollar Match: An applicant must match the grant at least dollar-for-dollar. The appraised value of land to be donated to the applicant can be used as matching funds. The value of in-kind services, such as the applicant's force account labor or volunteer work, cannot be used as part of the match. The grantee is required to provide all matching funds within the three-year grant period.

Prioritization. Projects damaged or affected by Helene are eligible to prioritization if from counties that (i) were designated, in whole or in part, by the United States Department of Housing and Urban Development (HUD) as the most impacted and distressed counties from Hurricane Helene and (ii) have a population of 300,000 or fewer based upon the 2023 Certified County Population Estimates from the State Demographer. To seek this prioritization, applicants must attest that (i) the application for funds is for repair, replacement, or construction of equipment, buildings, or natural features due to damage or effects from Hurricane Helene, including capacity-building, and (ii) the amount of funds requested is the amount of unmet need above the amount paid by insurance and available federal aid.

Site Control: For development projects, the applicant must have legal control of the park property where PARTF facilities will be located at the time of application.

Public Use: Parks and trails must be open and accessible to the public with no restrictions such as membership. Facilities built or renovated with a PARTF grant are to be used for public recreation for at least 25 years. Facilities still under a PARTF 25-year restriction are not eligible for assistance through the Helene Recovery Fund grant.

Incomplete and Ineligible Applications will not be considered for funding. *Only information received or postmarked by January 30, 2026 will be accepted.* Mailed applications must include a tracking number.

The **Application Checklist** (page 9) contains the list of documents needed for a complete application.

Evaluation of Applications: The PARTF staff evaluates each application. The evaluation includes the Helene Recovery Fund scoring system included in this application, an on-site inspection by RRS, and a review of the applicant's previous grant history.

Selecting Recipients: The Parks and Recreation Authority, a board appointed by the Governor and the General Assembly, selects grant recipients for funds allocated to PARTF. The factors that the Authority members consider include the following:

- the applicant's description and impact narrative for the project
- the application's ranking based on the scoring system
- the geographic distribution of grants across the eligible Hurricane Helene affected area
- the distribution of grants to local governments with small, medium, and large populations
- the applicant's administration of previous grants
- the amount of grant funds that the applicant is requesting
- the amount of grant funds available

Additional Information is available on the N.C. Division of Parks and Recreation website.

Assistance for Completing the Application

Read the entire application and understand how each application is evaluated. Start early to assemble all items on the checklist for submitting a complete application.

The Division of Parks and Recreation provide technical assistance to local governments through the Recreation Resources Service (RRS) at N.C. State University. Contact your regional consultants to discuss your application or project.

To Help Plan Facilities for Public Recreation

Making Facilities Accessible: All facilities funded by PARTF must comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG). Applicants are encouraged to include the costs of access routes to the accessible facilities in the grant application. For design guidelines, go to:

ADA Standard - index
About ADA Standards
Guidelines for Recreation Facilities

Playground Safety Guidelines: PARTF encourages all applicants to adhere to the guidelines established by the U.S. Consumer Product Safety Commission's (CPSC) Handbook for Public Playground Safety (publication #325).

Place Utility Lines Underground: All utility lines funded with a grant from PARTF must be placed underground.

DOT, FERC & FEMA Permitting for Facilities

For any project requiring a DOT, FERC, or FEMA permit, PARTF strongly recommends that the local government obtain the approved permit before applying. Examples include bridges and dams.

To Help Complete Environmental Review

If assistance is needed in creating maps from online resources, contact these agencies as early as possible**.**

Wetlands: The Regulatory Division of the U.S. Army Corps of Engineers can assist in identifying wetlands.

Floodplains: https://fris.nc.gov/fris/Home.aspx?ST=NC has the most recent Federal Emergency Management Agency (FEMA) floodplain data. The permitting process before construction of facilities will determine the applicable storm water requirements for the project.

Cultural Resources: North Carolina's State Historic Preservation Office can assist in identifying historical and archaeological resources.

Sites Funded by the Land and Water Conservation Fund (LWCF)

Reference these lists of North Carolina's LWCF projects to determine if your proposed project site has previously received LWCF funding.

If this is an LWCF site, list the LWCF grant number on the Basic Facts and Assurances grant template (page 29)

Proposed projects at LWCF-funded sites must comply with guidelines set forth by the National Park Service in the LWCF Manual.

Projects on School Property

Eligible Facilities: Only recreational facilities not generally provided at schools are eligible.
Joint-Use Agreement: A local government and a school system must include an executed joint-use agreement with their application. The agreement describes how the school site will be used for public recreation. PARTF must approve the agreement before the application can be considered. Contact your RRS regional consultant to receive a sample agreement.

Submitting Your Application

There are two ways to submit your Helene Recovery application:

1) Contact your RRS consultant to request a SharePoint folder to place your digital files in by 5pm on January 30, 2026
2) Submit one complete paper copy of the application as well as a flash drive containing the digital files in PDF format. Use the "Checklist to Submit a Complete Application." (page 28)

For paper submissions, only application packets postmarked or received by January 30, 2026, will be accepted.
Applications may be:

Mailed to: NC Division of Parks and Recreation
Attention: PARTF Program
1615 Mail Service Center
Raleigh, NC 27699-1615

Delivered no later than 5 p.m. January 30 to: NC Division of Parks and Recreation
Nature Research Center, 3rd Floor
121 West Jones Street
Raleigh, NC 27601

If You Receive a Grant

When to Start: To receive PARTF grant funds, a grantee must sign a contract *before* beginning a PARTF project.

Two exceptions:

- Some planning costs can be incurred before applying.
- DPR can approve a waiver allowing an applicant to acquire land before a grant is approved.

Signing the Contract: A grantee signs a contract that describes the project and the conditions for receiving a PARTF grant. This is a legally binding agreement between the local government and the State of North Carolina.

Project Costs submitted in the application will be part of the contract and serve as the budget for the project (page 32).

Reimbursements: PARTF grants are paid as reimbursements of documented expenses. Grantees may submit invoices for reimbursement on a quarterly basis. The PARTF program will reimburse grantees for up to 50 percent of their expenditures for the project.

Audits and Inspections: PARTF staff will conduct periodic site inspections of each PARTF project to inspect the progress as well as the financial records. All PARTF grantees must maintain accounting records for the project that are supported by documentation such as invoices and contracts.

Completing a PARTF Project: A local government has three years to complete a PARTF project, as specified in the contract.

Checklist to Submit a Complete Application

All items listed are required documents. Complete and submit all items, including the checklist, using the application templates provided in Appendix III of this packet. Keep a copy of the application for your files.

- Electronic Submission - Applications are submitted through an electronic folder in Microsoft SharePoint. Applicants should contact their Recreation Resources Service regional consultant to request access to the SharePoint folder. Applicants are encouraged to request access early in the process to allow for technical support, as needed. Use the file names shown in the table below.

- Paper Submission – Must include Hard Copy and Digital Copy on flash drive
    - Hard Copy: Paper clip the pages and copies of each item on the checklist together. **Do not use staples**.
    - Digital copy: Submit a flash drive with individual files for the documents on the checklist. Use PDF format. Label the flash drive with the local government name. Use the file names shown in the table below.

Required for All Applications – See Appendix III for Application Templates **Use the (file name) shown for each item.**
1. Checklist for Submitting a Complete Application (Checklist)
2. Applicant's Basic Facts and Assurances (Basic facts)
3. Project Description (Description)
4. Project Justification (Justification)
5. Site Plan (Site plan)
6. Site Vicinity Map (Site vicinity)
7. Project Costs (Project costs)
8. Source of Matching Funds (Matching funds)
9. Attorney's Certification of Site Control (Site control)
10. Environmental Review (ENV review)
11. Prioritization (Prioritization) *OPTIONAL*
12. Resiliency Planning (Resiliency) *OPTIONAL*
13. Applicant Self-Scoring System (Self Scoring)

Project Description

Use the Project Description template to submit a short project description. This description will be published and/or used publicly.

You will describe your project in 3-5 sentences. Be concise and discerning, including recreation facilities being added, renovated or replaced, acres acquired, and whether the facility renovation is due to damage sustained during Hurricane Helene.

Project Justification

Use the Impact Narrative template to submit a project narrative. This narrative will be used in application evaluation and will be provided to the Authority to consider in their selection.

This narrative may not exceed one page, font size 10 points or larger.

This narrative should address why the project is needed and how the repair, replacement or addition of parks and trails projects will support long-term community resilience, environmental recovery, and equitable access to outdoor recreation following damage or effects from Hurricane Helene. It will be used in application evaluation and will be provided to the Authority to consider in their selection.

Site Plan

Submit 1 copy on a one-page color-coded site plan. Use the examples on the following pages as a guide. Include the items and color coding listed below. Use either 8½”x11” or 11"x17" paper using landscape orientation if possible. Do not use card stock or similar paper. Include 1 copy of a floor plan if your project includes a community center or similar large building to be used for recreation.

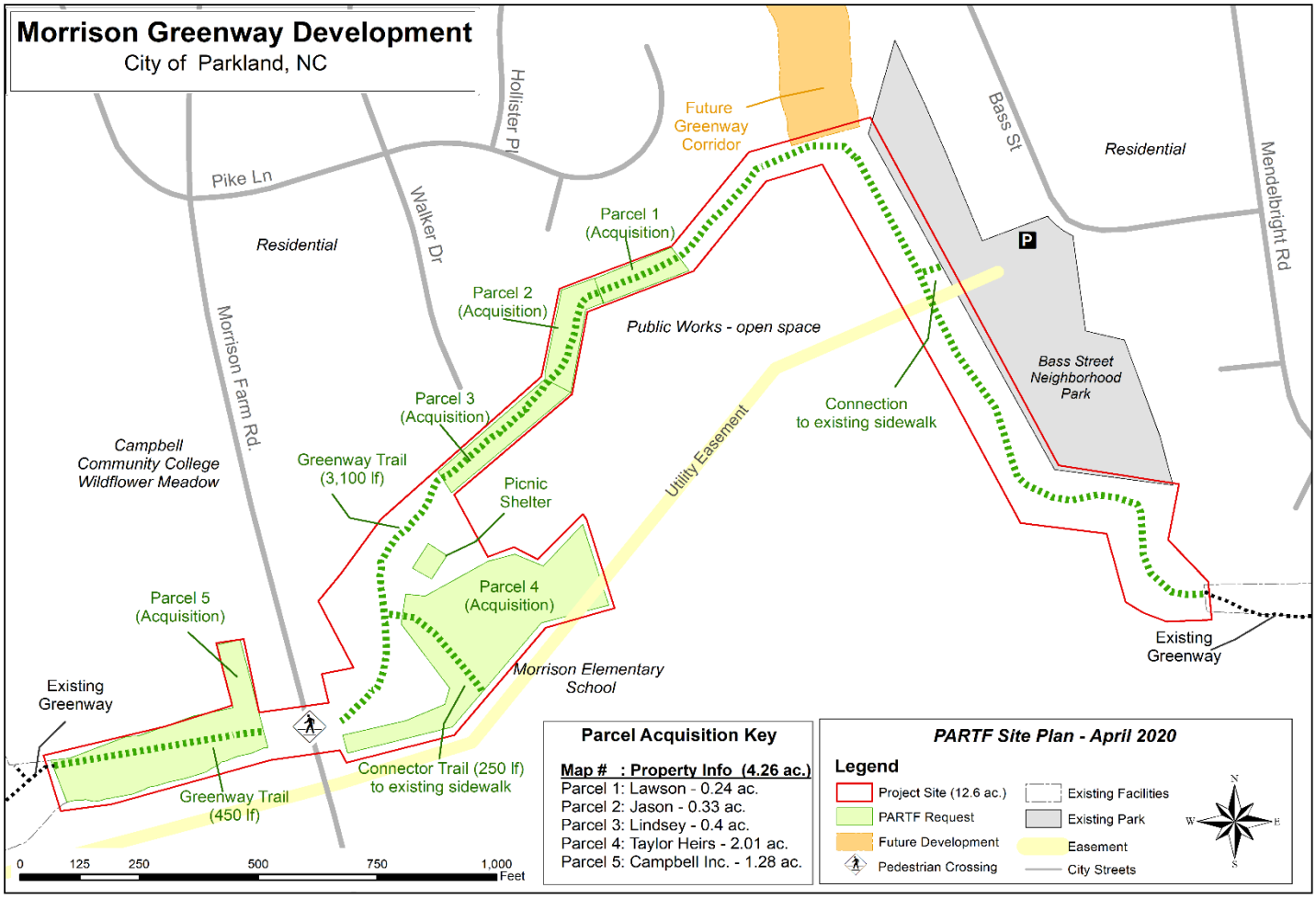
Include the following items and color-codes on the site plan for both non-linear and linear parks:

- Title: Name of project and applicant
- Acreage
- Elements of the proposed PARTF project: light green. Include land to be acquired, recreational and support facilities.
- Known streams, lakes, and wetlands
- Park boundaries: red for existing boundaries/ green for new land to be acquired
- Existing facilities: white
- Future facilities: orange
- Utility easements (power, sewer, and water lines): yellow
- Entrance and access roads to the site
- Names of adjacent roads
- Uses of adjacent property
- Legend showing color coding
- North arrow
- Date the map was prepared
- Scale

Example site plan of a non linear park



Example site plan of a linear park

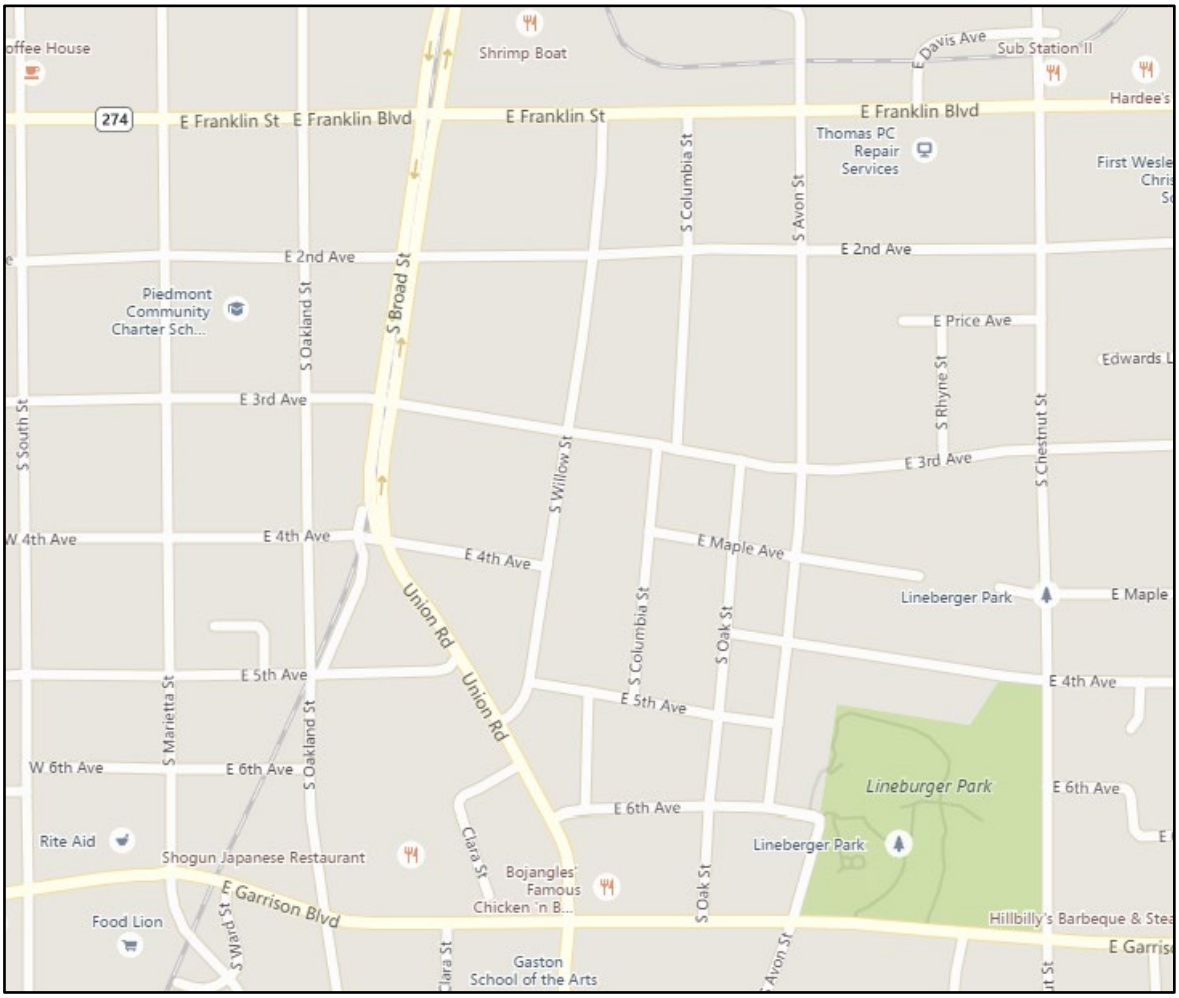


Site Vicinity Map

Please provide 1 copy of an 8½" x 11" map showing the location of the proposed project. Include the following items on the map:

- Title of the project
- The name of the road a visitor uses to get to the park entrance
- The closest major highway/road
- Legible street names
- North arrow
- Physical address (such as a street address)
- Latitude/longitude coordinates of the central point in the site

Sample: Site Vicinity Map
Lineburger Park
632 Garrison Blvd.
Gastonia, NC
Latitude / Longitude:35°15'16.8"N / 81°10'19.7"W



Project Costs

- **Project costs submitted in the application will become the grant's budget.** List all proposed project elements and the estimated cost of each element. All elements included in the project costs must be shown on the site plan, except for items such as grading, utilities, and planning. Round project costs to the dollar.

- **Accurate Cost Figures are Important:** If the actual costs are more than those listed in the application, the local government will need to cover the increased costs.

Costs to Build or Renovate Facilities

- **How to be More Accurate:** Get cost figures from contractors, landscape architects, or planners who develop parks and recreational facilities.

- **Consider the impact of inflation**. Construction may be delayed as permitting and planning are completed. Construction costs can increase in the interim

- **Be Specific:** Include specific units (sizes, numbers, lengths, etc.) for each element in the project costs. Include dimensions or square footage of all indoor or sheltered facilities. Also, include utilities and other infrastructure.

- **Contingency:** A contingency of five percent of the total cost to build or renovate a project (up to $50,000, whichever is less) may be included.

- **ADA Accessible Routes:** Be sure to include accessible routes and ADA signs in your project costs.

- **Ineligible Items:** Sports equipment (balls, bats etc.), tools, maintenance equipment, office equipment and indoor furniture are not eligible. All items must be permanently secured. Exception: items that are typically portable, such as soccer goals, picnic tables and bleachers, must remain at the project site.

Planning and Incidental Costs

- **Planning Costs:** For projects to build or renovate facilities, the following costs are eligible: architectural and engineering fees, site plans, design and construction drawings, construction management, and preparing project costs. Park master plans and system-wide plans are not eligible for reimbursement.
  - These costs are eligible if they are incurred after January 30, 2024 (two years before the application deadline) and before the end date for the PARTF contract. Include these costs in the Project Costs for the project and keep copies of the invoices to submit for reimbursement.
- **Limit on Planning and Incidental Land Acquisition Costs**: The sum of planning costs, incidental land acquisition costs, and the cost of preparing an application cannot exceed 20 percent of the total cost of the project or $200,000, whichever is less.

Sample - Project Costs

Applicant: Town of Parkland **Project Name: Green Park Redevelopment**

Project Elements (Include specific units - sizes, numbers, lengths, etc. - for each item.)	**Unit**	**Unit Cost**	**Total Item Cost**
Building and/or Renovating Costs			
Picnic Shelter (2 grills, 4 tables, and 2 trash receptacles) and Rest Room Renovation - 20 x 30 feet	Lump Sum	$147,000	$147,000
Playground (play structure and accessible surfacing)	Lump Sum	$80,200	$80,200
Walking Trail - 6 feet wide, trail with 1 bench	1,500 linear ft.	$32 / linear foot	$48,000
Ballfield with irrigation, dugouts, fencing, and benches	Lump Sum	$239,000	$239,000
Accessible Routes (paved, 6 feet wide)	400 linear ft.	$45 / linear foot	$18,000
Parking Lot - paved for 45 cars	Lump Sum	$72,800	$72,800
Site Preparation (clearing, grading, and erosion control)	4 acres	$23,750	$95,000
Utilities	Lump Sum	$40,000	$40,000
Cost to Build or Renovate			$740,000
Contingency for the Cost of Building / Renovating			
Contingency (not to exceed 5% or $50,000 of the cost to build, whichever is less)	5%		$37,000
Land Value – (Indicate Purchase or Donation)			
Land Acquisition ☐ Purchase ☒ Donation	5 acres	$14,600	$73,000
Planning and Incidental Land Acquisition Costs			
Construction management, site planning, preliminary design, survey and appraisals, or the cost of preparing the application (not to exceed 20% or $200,000 of the cost of the project, whichever is less)	8%	$74,000	$74,000
Total Project Cost			$924,000
Total PARTF Grant Request			$400,000
Total Local Match			$524,000

Sources of the Applicant's Matching Funds

Use the format below to describe the sources of the applicant's matching funds. Indicate if these funds are currently available or are the funds yet to be approved. If funds are yet to be approved, list the date for approval. Matching funds must be available during the three-year grant period.

Sample

Sources of the Applicants Matching Funds

Applicant: Town of Parkland **Project Name: Green Park Redevelopment**

Type of Matching Funds	Amount of Funds	Funding Source	Availability
Cash	$ 16,000 $ 402,570	Private Donation Town's Budget or Capital Improvement Plan (CIP)	In Hand Town's Approved CIP
Fee Simple Land Donation	$ 56,400	Value of Donated Property	Pending PARTF Grant Approval
State Grant*	$ 100,000	NC Land and Water Fund	Pending DNCR Approval by September 2023
Total Matching Funds	$574,970		

*PARTF allows other state and federal funding to be used as local match. PARTF cannot be used as a match for the Helene Recovery Fund.

Attorney's Certification of Site Control

The applicant's attorney should review the Site Plan for the project (as described on page 9). An attorney must certify that the local government has control of the entire site of a proposed development project for providing public recreation by January 30, 2026.

The project must be located on a single contiguous site.

Please contact your regional consultant about linear parks and greenways.

Important: The application can be declared ineligible without this certification.

Environmental Review

All applicants who are proposing any development (roads, buildings, ball fields, etc.) with a PARTF grant must provide the following information to help determine the proposed project's impact on the environment. Project design should minimize adverse impacts on the environmentally sensitive features of the site. Each item must be accurately and adequately addressed to allow the Department of Natural and Cultural Resources to determine if the proposed project will comply with the requirements of the State Environmental Policy Act (SEPA).

Some projects will require an additional evaluation called an "environmental assessment" if they are selected for funding. For any project that meets *all three* of the following criteria, an environmental document must be prepared:
An expenditure of $10 million in funds provided by the state of North Carolina for a single project or action or related group of projects or action

Or

land-disturbing activity of equal to or greater than 10 acres of public lands resulting in substantial, permanent changes in the natural cover or topography of those lands (or waters)
An action by a state agency, and

Has a potential detrimental environmental effect upon natural resources, public health and safety, natural beauty, or historical or cultural elements, of the state's common inheritance.

The PARTF program will notify the applicant if an environmental assessment is required. If needed, the grantee must complete the environmental assessment before signing the PARTF contract and beginning the project.

Resiliency Planning

Resilience is more than reducing the impact of hazards. The North Carolina Climate Risk Assessment and Resilience Plan (NC Resilience Plan, 2020) defines resilience as "the capacity of a community or business to prevent, withstand, respond to, and recover from a disruption." It encompasses the characteristics that enable a community to survive and thrive when disasters happen. Resilience helps us build the future that we want – it helps us bounce forward after a disaster, not just bounce back. The NC Resilience Plan also tells us that "a resilient North Carolina is a state where our communities, economies, and ecosystems are better able to rebound, positively adapt to, and thrive amid changing conditions and challenges, including disasters and climate change; to maintain quality of life, healthy growth, and durable systems; and to conserve resources for present and future generations." (Source: NC Resilient Communities Planning Guide)

How is this project incorporating resiliency planning?

Damage assessment and Recovery

- What specific damage did your parks and trails sustain during Hurricane Helene?
- Have you completed a formal damage assessment? If so, please attach documentation (photos, engineering reports, etc.).
- What immediate recovery actions were taken to stabilize or secure the site?

Resiliency Planning and Design

- How has your community incorporated resilience into the design of the proposed project?
    - Examples: elevated structures, permeable surfaces, native vegetation, flood-tolerant materials.
- Does your project include nature-based solutions (e.g., bioswales, rain gardens, living shorelines) to mitigate future storm impacts?
- Have you updated your master plan or hazard mitigation plan to reflect lessons learned from Hurricane Helene?

Community and Interagency Coordination

- What role did your parks play in community response or recovery during/after the hurricane?
    - Shelter, distribution site, cooling center, etc.
- Have you coordinated with local emergency management or public health agencies in your recovery or planning efforts?

Long-Term Maintenance and Monitoring

- What strategies are in place to maintain and monitor the resilience features of your project?
- How will you ensure that future maintenance budgets account for climate-related wear and tear?

Supporting documentation

- Show resilient design features on the site plans.
- Hazard mitigation plans or climate adaptation strategies.
- Letters of support from emergency management or public health partners.

Resiliency Planning Resources:

Overview of the Steps | U.S. Climate Resilience Toolkit

NC Resilient Communities Planning Guide

NC Resilience Exchange Actions Database

RISE Regional Resilience Portfolios

NC DOA Uniform Floodplain Management Policy For State Construction

FEMA National Resilience Guidance

DOI Nature-Based Solutions Roadmap

The Power of Parks to Address Climate Change: A Special Report

Case Studies

- Town of Black Mountain addresses streambank erosion with restoration efforts
- Hoke Community Forest institutes a prescribed burn program
- New Bern project grows natural stormwater resilience while improving native ecosystems
- Incorporating climate change into a new forest management plan

Prioritization

Projects damaged or affected by Helene are eligible to prioritization if from counties that (i) were designated, in whole or in part, by the United States Department of Housing and Urban Development (HUD) as the most impacted and distressed counties from Hurricane Helene and (ii) have a population of 300,000 or fewer based upon the 2023 Certified County Population Estimates from the State Demographer.

To seek this prioritization, applicants must attest that (i) the application for funds is for repair, replacement, or construction of equipment, buildings, or natural features due to damage or effects from Hurricane Helene, including capacity-building, and (ii) the amount of funds requested is the amount of unmet need above the amount paid by insurance and available federal aid.

HUD Report: https://www.commerce.nc.gov/2025-04-17hud-action-plancdbg-drapproved/download?attachment

State Demographer County Population Estimates:
https://demography.osbm.nc.gov/explore/assets/historical-certified-estimates-2010_2024/

Scoring System for Helene Recovery Fund Grants

A. Project Justification (up to 10 possible points)

This narrative should address why the project is needed and how the community will be impacted. If seeking prioritization, please include how the replacement of damaged or affected parks and trails will support long-term community resilience, environmental recovery, and equitable access to outdoor recreation following Hurricane Helene.

B. Resiliency Planning (up to 20 possible points)

1. Resiliency Planning (4 possible points)
2. Damage & Damage Assessment and Recovery (4 possible points)
3. Resiliency Planning and Design (4 possible points)
4. Community and Interagency Coordination (4 possible points)
5. Long-Term Maintenance and Monitoring (4 possible points)

C. Acquisition (up to 15 possible points)

Identify and provide justification for the acquisition type and impact to protect the unique natural resources. Select one of the following three options and explain why land acquisition will create a positive impact on the community. (Possible 10 points)

☐ The site is a significant, unique, and threatened natural resource that will be used for other development purposes if not acquired. The recommendation is to conserve/ protect the resource while providing low-impact passive recreation, education, and conservation opportunities. (10 points)

☐ The site is an excellent natural resource that will be protected in addition to providing active and passive outdoor recreational opportunities and supports education and conservation efforts. (7 points)

☐ The site is an average natural resource that will be used to provide predominantly active outdoor recreation opportunities and support the education and conservation efforts. (5 points)

Justification for selection:

Number of acres of land acquired - parcel acres or linear acquisition for greenway/ trails (Possible 5 points)

☐ 5 acres or less (3 points)

☐ Medium acquisition, 6-25 acres (4 points)

☐ Large acquisition, 26 or more acres (5 points)

Documentation Required: Site plan should include acreage and any highlighted resources.

D. Public Recreational Facilities (up to 45 possible points)

1. New, like, or renovated facilities to be provided: (30 points)
A maximum of 30 total points will be awarded for the sum of 1a, 1b and 1c.

a. The project will provide (check one):

- ☐ 3 or more types of new recreational facilities (20 points)
- ☐ 2 types of new recreational facilities (15 points)
- ☐ 1 type of new recreational facility (10 points)

List the new types of recreational facilities:

b. The project will add recreational facilities at the park that are like the facilities that exist at the park. The project will add (check one):

- ☐ 3 or more types of recreational facilities (12 points)
- ☐ 2 types of recreational facilities (8 points)
- ☐ 1 type of recreational facility (4 points)

List the types of recreational facilities:

c. The project will provide major renovation of (check one):

- ☐ 3 or more types of recreational facilities (8 points)
- ☐ 2 types of recreational facilities (6 points)
- ☐ 1 type of recreational facility (4 points)

List the recreational facilities to be renovated and why each renovation is needed:

2. The project will provide a trail or greenway (1/4 mile or longer) that links to existing recreation area(s), school(s), downtown businesses, and/or communities located outside of the park. (5 points)

☐ Yes ☐ No

Site plan must show trail linkage to receive points. Identify by name and location the existing trail and areas to be linked by the proposed trail:

E. Commitment to Operation & Maintenance (15 possible points)

1. ☐ The applicant has a full-time parks and recreation department that will manage the project site to provide programming and to ensure adequate operation and maintenance. (15 points)
2. ☐ The applicant has a full-time staff, such as a public works, who will manage the project site to ensure adequate operation and maintenance. (8 points)
3. ☐ The applicant will manage the project site with part-time staff or by contractual agreement to ensure adequate operation and maintenance. (4 points)
4. ☐ An organized volunteer group, such as a civic group or youth sports association will operate and maintain the site. (2 points)

Provide the name of the organization that will operate and maintain the site:

If the applicant is not going to operate the site with full-time staff, (see items #3 & #4), describe how and when the site will be open to the public.

F. Availability of Other Funds for the Project (up to 5 possible points)

☐ **Limited Funds (5 points)**

☐ **Average Funds (3 points)**

☐ **Significant Funds (1 point)**

G. Additional Points (10 possible points +/-)

☐ Project is applicant's only park (Possible +3 points)

☐ The applicant provides maximum access to outdoor recreation opportunities (Possible +3 points)

☐ Project provides public access to public waters (such as river, ocean, sound, or lake). (Possible +2 points)

☐ Project provides a trail connection that links daily destinations i.e. bus stop, retail, existing recreation area(s), school(s), businesses, and/or communities located outside of the project site. (Possible +2 points)

☐ Poor application documentation (unclear maps or incomplete site plan, instructions not followed, missing documentation, unrealistic budget, inconsistencies, etc.) (Possible -4 points)

H. Prioritization (10 possible points)

County designated by HUD as most impacted and distressed:

County Population per 2023 State Demographer Report:

☐ Applicant attests that (i) the application for funds is for repair, replacement, or construction of equipment, buildings, or natural features due to damage or effects from Hurricane Helene, including capacity-building, and (ii) the amount of funds requested is the amount of unmet need above the amount paid by insurance and available federal aid (page 40).

Definitions

1. **Recreational Facility: The** following list provides examples of projects that will qualify as recreational facilities or areas.

   A. **Examples of Recreational Facilities and Areas**:

   - Adult and youth sports facilities including tennis courts, soccer fields, ballfields, running tracks, volleyball courts and basketball courts.
   - Fishing and boating facilities including man-made lakes or ponds, docks, launching ramps, piers, overlooks/observation facilities, boardwalks, and marinas.
   - Swimming facilities including swimming pools, spray-grounds, wave-making pools, wading pools, and swim beaches.
   - Trails within a park with a minimum continuous length of 1/4 mile including nature trails, hiking trails, bicycling trails, and equestrian trails.
   - Greenways - linear open spaces connecting parks or other public areas that are 1/4 mile or longer and usually contain a multi-purpose trail.
   - Camping facilities including cabins, group camps, and tent and trailer campgrounds.
   - Picnic facilities including picnic shelters with tables and grills, or picnic areas with groups of tables, grills, and trash receptacles.
   - Indoor recreational facilities including recreation centers, fitness centers, multi-purpose rooms, arts and crafts centers, nature centers, weight rooms, aquatic centers, handball courts, gymnasiums, and community centers. One building may include more than one recreational facility. For example, a new recreation center could contain a gymnasium, a weight room, and a multi-purpose room.
   - Playgrounds / Tot Lots: one or more areas with multiple play structures for children that are sometimes differentiated by the age of the child.
   - Amphitheaters
   - Court and lawn games: One or more areas with equipment for informal games such as horseshoes, bocce, corn hole, and volleyball.

   B. **Support facilities** are **not** recreational facilities: Support facilities include parking lots, roads, lighting, bleachers, restrooms, concession buildings, fencing, landscaping, site preparation, bridges, utilities, sidewalks, stairways, drinking fountains, and maintenance buildings. Recreational programs, such as sports activities, classes, or lessons, are not facilities.

2. **Renovation:** The extensive reconstruction of a facility to restore or improve its usefulness to its original purpose. A renovation project will not be awarded points under the scoring system if the facility's deterioration is due to inadequate maintenance during its reasonable lifetime. Renovating a recreational or non-recreational facility for a new recreation use would apply to new and/or like recreational facilities.

Appendix I: Eligible Counties List

On October 15, 2024, FEMA added twelve counties to the list of North Carolina counties adversely affected by Hurricane Helene. As of October 18, 2024, the following counties in North Carolina are Disaster Counties:

Alexander	Clay	Lincoln	Stanly
Alleghany	Cleveland	Macon	Surry
Ashe	Forsyth	Madison	Swain
Avery	Gaston	McDowell	Transylvania
Buncombe	Graham	Mecklenburg	Union
Burke	Haywood	Mitchell	Watauga
Cabarrus	Henderson	Nash	Wilkes
Caldwell	Iredell	Polk	Yadkin
Catawba	Jackson	Rowan	Yancey
Cherokee	Lee	Rutherford	

Those projects seeking Prioritization:

Projects damaged or affected by Helene are eligible to prioritization if from counties that (i) were designated, in whole or in part, by the United States Department of Housing and Urban Development (HUD) as the most impacted and distressed counties from Hurricane Helene and (ii) have a population of 300,000 or fewer based upon the 2023 Certified County Population Estimates from the State Demographer.

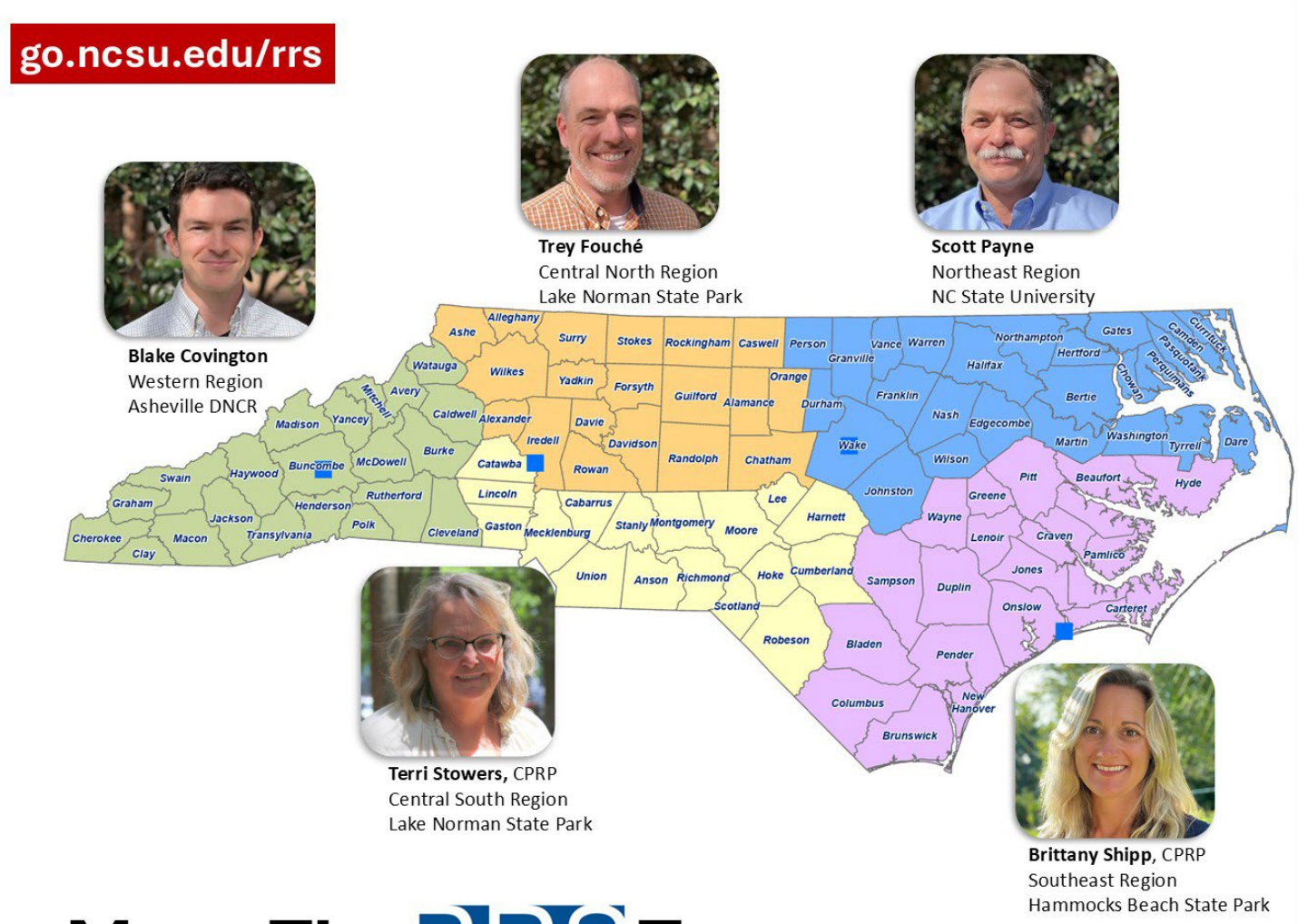
To seek this prioritization, applicants must attest that (i) the application for funds is for repair, replacement, or construction of equipment, buildings, or natural features due to damage or effects from Hurricane Helene, including capacity-building, and (ii) the amount of funds requested is the amount of unmet need above the amount paid by insurance and available federal aid.

HUD-Identified MID Areas:	**Full Counties**: Ashe; Avery; Buncombe; Burke; Haywood; Henderson; McDowell; Mitchell; Rutherford; Transylvania; Watauga; Yancey **Full Counties Based on HUD-Identified zip code**: Caldwell (zip code 28645); Cleveland (zip code 28150); Madison (zip code 28753); Polk (zip code 28782) **Partial Counties Based on HUD-Identified zip code**: Mecklenburg (zip code 28214)

Appendix II: Recreation Resources Service (RRS)

RRS provides grant administration as part of its duties for the NC Division of Parks and Recreation. Your RRS Consultant is the first point of contact for questions or assistance related to the Parks & Recreation Trust Fund (PARTF), non-recurring grants administered by the Parks & Recreation Trust Fund, and the Federal Land and Water Conservation Fund (LWCF). For Grant assistance, contact the regional consultant assigned to your County.

West	Central North	Central South	Northeast	Southeast
Blake Covington bwcoving@ncsu.edu (919) 513-5885	Trey Fouché jfouche2@ncsu.edu (919) 513-3644	Terri Stowers tlstower@ncsu.edu (919) 513-4083	Scott Payne rrspayne@ncsu.edu (919) 513-3937	Brittany Shipp bwshipp@ncsu.edu (919) 513-5951



Appendix III: Grant Application Templates

Applicants should use the following templates when submitting their applications to ensure their application is eligible for consideration.

Checklist to Submit a Complete Application

All items listed are required documents. Complete and submit the checklist with your application. Keep a copy of the application for your files.

- Paper Submission – Must include Hard Copy and Digital Copy on flash drive
  - Hard Copy: Paper clip the pages and copies of each item on the checklist together. **Do not use staples**.
  - Digital copy: Submit a flash drive with individual files for the documents on the checklist. Use PDF format. Label the flash drive with the local government name. Use the file names shown in the table below.
- Electronic Submission - Applications are submitted through an electronic folder in Microsoft SharePoint. Applicants should contact their Recreation Resources Service regional consultant to request access to the SharePoint folder. Applicants are encouraged to request access early in the process to allow for technical support, as needed. Use the file names shown in the table below.

Applicant: _____ **Project Name:** _____

Required for All Applications **Use the (file name) shown for each item.**	**Included** ✓
Checklist for Submitting a Complete Application (Checklist)	☐
Applicant's Basic Facts and Assurances (Basic facts)	☐
Project Description (Description)	☐
Project Justification (Justification)	☐
Site Plan (Site plan)	☐
Site Vicinity Map (Site vicinity)	☐
Project Costs (Project costs)	☐
Source of Matching Funds (Matching funds)	☐
Attorney's Certification of Site Control (Site control)	☐
Environmental Review (ENV review)	☐
Prioritization (Prioritization) *OPTIONAL*	☐
Resiliency Planning (Resiliency) *OPTIONAL*	☐
Applicant Self-Scoring System (Self Scoring)	☐

Helene Recovery Fund 2025-2026 Basic Facts & Assurances

Local Government Name: **Federal Employer I.D. Number:** 56-	**County:**
Local Government Contact Person for the Grant: Name: ☐Mr. ☐Ms. Title: Organization: Mailing Address: City/State/Zip: Telephone: E-mail: (must be an employee of the sponsoring local government)	**Local Government Manager:** Name: ☐Mr. ☐Ms. Title: Mailing Address: City/State/Zip: Telephone: E-mail:
Chief Elected Official: Name: ☐ Mr. ☐Ms. Title: Mailing Address: City/State/Zip:	
Site Control (check all that apply): ☐ Owned by local government ☐ Leased by applicant for 25 years or more ☐ Easement ☐ Owned by school board	**Costs rounded to nearest dollar:** *(Should match project budget)* Grant funds requested: $_____.00 Local government's matching funds: $ _____.00 Total cost of project $ _____.00
Project Name:	
Is this an LWCF-funded park on these lists of NC projects**?** ☐ yes ☐ No **If yes, list the grant number(s):**	

Certification and Approval by Local Governing Board

I hereby certify the information contained in the attached application is true and correct and the required dollar-for-dollar matching funds will be available during the project period. This application has been approved by the local governing board.

Chief Elected Official

(Print or Type Name and Title)	**(Signature)**

If two local governments are applying together, this form must be completed and signed by each local government. One applicant must be identified by adding "primary sponsor" in the "Local Government Name" section.

This form must be complete in its entirety for your application to be considered

Project Description

Applicant:_____ Project Name: _____

Describe your project in 3-5 sentences. Be concise and discerning, including recreation facilities being added, renovated or replaced, acres acquired, and whether the facility renovation is due to damage sustained during Hurricane Helene.

Project Justification

Applicant:_____ Project Name: _____

Explain why the project is needed and how the repair, replacement or addition of parks and trails projects will support long-term community resilience, environmental recovery, and equitable access to outdoor recreation following damage or effects from Hurricane Helene.

Project Costs

Applicant:_____ Project Name: _____

Date Prepared _____

Project Elements (Include specific units - sizes, numbers, lengths, etc. - for each item.)	**Unit**	**Unit Cost**	**Total Item Cost**
Building and/or Renovating Costs			
Cost to Build or Renovate			
Contingency for the Cost of Building / Renovating			
Contingency (not to exceed 5% of the cost to build or renovate or $50,000 - whichever is less)			
Land Value – (Indicate Purchase or Donation)			
Land Acquisition - ☐ Purchase ☐ Donation			
Planning and Incidental Land Acquisition Costs			
Construction management, site planning, preliminary design, survey and appraisals, or the cost of preparing the application (not to exceed 20% of the cost of the project or $200,000 - whichever is less)			
		Total Project Cost	
		Total Grant Request	
		Total Local Match	

Sources of the Applicant's Matching Funds

Applicant:_____ Project Name: _____

Type of Matching Funds	Amount of Funds	Funding Source	Availability
Total Matching Funds			

Attorney's Certification of Site Control

Applicant:_____ Project Name: _____

Instructions: Review the Site Plan for the project. An attorney must certify that the local government has control of the entire site of a proposed development project for providing public recreation by January 30, 2026. The project must be located on a single contiguous site. Please contact your regional consultant about linear parks and greenways.

Important: The application can be declared ineligible without this certification.

1. TYPE OF SITE CONTROL: Indicate the type(s) of control the applicant has for the project site.

TYPE OF CONTROL	Check all that apply
☐ **Fee Simple Title**	☐ Entire Site. ☐ Portion of site
☐ **Lease (25 years or longer)**	☐ Entire Site. ☐ Portion of site
☐ **Easement**	☐ Entire Site. ☐ Portion of site

2. LIMITATIONS, CONDITIONS OR ENCUMBRANCES:

☐ No limitations, conditions, or encumbrances

☐ Limitations, conditions, or encumbrances

Attach additional pages describing any conditions or limitations in current or proposed leases, easements or use agreements. Include restrictions on the local government's use of the site or the rights to be reserved by the landowner that may impact the local government's ability to complete the project in a timely manner and/ or provide for public recreational use for at least 25 years. Attach additional pages if needed.

3. ATTORNEY'S CERTIFICATION

I have reviewed the site of the proposed project identified on this page and certify that the information provided above is accurate to the best of my knowledge. The proposed project will be on one contiguous site.

NAME (Printed/Typed) _____

TITLE _____

SIGNATURE _____ Date _____

Environmental Review

Applicant:_____ Project Name: _____

1. **Site Description:** Describe in detail the existing or proposed park property including the park acreage (for land and water), topography, streams, lakes, and any significant natural resources that are on or adjacent to the site. Attach a separate page if needed.

2. **Past/Current Property Use:** What are the past and/or current uses of the property? Examples: Urban/developed, forest, agricultural, industrial site, landfill, water, or wetland. Attach a separate page if needed. **Important:** If the property has been contaminated (examples: brownfield sites), all cleanup actions must be completed before a PARTF contract is executed and the project can begin. Use this space to describe any cleanup actions that are in progress or proposed. The PARTF program recommends that local governments wait until cleanup is completed before applying.

3. Streams on Site: Attach a copy of a map of the park property from this website: https://experience.arcgis.com/experience/7073e9122ab74588b8c48ded34c3df55?views=Stream-Details

4. DWR Riparian Buffer: Attach a copy of a map of the park property from this website: https://arcg.is/0Ojj8D

5. Floodplains: Attach a copy of a map of the park property from this website: https://fris.nc.gov/fris/Home.aspx?ST=NC.

6. Archaeological or historical sites: Attach a copy of a map of the park property from this site: NC HPOWEB 2.0v. Additional review will be required if ground disturbance occurs within study list or historic district (per HPOWEB), if federal funds will also be used, or if a 404 permit is needed.

Resiliency Planning

Applicant:_____ Project Name: _____

How is this project incorporating resiliency planning?

Damage assessment and Recovery

- What specific damage did your parks and trails sustain during Hurricane Helene?

- Have you completed a formal damage assessment? If so, please briefly describe here and attach documentation (photos, engineering reports, etc.)

- What immediate recovery actions were taken to stabilize or secure the site?

Resiliency Planning

Applicant:_____ Project Name: _____

Resiliency Planning and Design

- How has your community incorporated resilience into the design of the proposed project? Examples: elevated structures, permeable surfaces, native vegetation, flood-tolerant materials.

- Does your project include nature-based solutions (e.g., bioswales, rain gardens, living shorelines) to mitigate future storm impacts?

- Have you updated your master plan or hazard mitigation plan to reflect lessons learned from Hurricane Helene?

Resiliency Planning

Applicant:_____ Project Name: _____

Community and Interagency Coordination

- What role did your parks play in community response or recovery during/after the hurricane? Examples: shelter, distribution site, cooling center, etc.

- Have you coordinated with local emergency management or public health agencies in your recovery or planning efforts?

Resiliency Planning

Applicant:_____ Project Name: _____

Long-Term Maintenance and Monitoring

- What strategies are in place to maintain and monitor the resilience features of your project?

- How will you ensure that future maintenance budgets account for climate-related wear and tear?

Supporting documentation

- Show resilient design features on the site plans.
- Hazard mitigation plans or climate adaptation strategies.
- Letters of support from emergency management or public health partners.

Helene Recovery Fund for PARTF
2025-2026
Prioritization Attestation

Applicant: _____ Project Name: _____

To qualify for the Western NC Prioritization, applicants must be from counties that were designated, in whole or in part, by the United States Department of Housing and Urban Development as the most impacted and distressed counties from Hurricane Helene

Applicant County: _____

To qualify for the Western NC Prioritization, applicants must have a population of 300,000 or fewer based upon the 2023 Certified County Population Estimates from the State Demographer.

County Population per the State Demographer 2023 Report: _____

Applicant attests that (i) the application for funds is for repair, replacement, or construction of equipment, buildings, or natural features due to damage or effects from Hurricane Helene, including capacity-building, and (ii) the amount of funds requested is the amount of unmet need above the amount paid by insurance and available federal aid.

Certification and Approval by Local Governing Board I hereby certify the information contained in the attached application is true and correct	
Print Name / Title	Signature

NOTICE:

Receipt of Allocations: A recipient of State funds under S.L. 2025-26 shall use best efforts and take all reasonable steps to obtain alternative funds that cover the losses or needs for which the State funds are provided, including funds from insurance policies in effect and available federal aid. State funds paid under S.L. 2025-26 are declared to be excess over funds received by a recipient from the settlement of a claim for loss or damage covered under the recipient's applicable insurance policy in effect or federal aid.

Remittance of Funds: If a recipient obtains alternative funds, the recipient shall remit the funds to the State agency from which the State funds were received. A recipient is not required to remit any amount in excess of the State funds provided to the recipient under this act.

Scoring System for Helene Recovery Fund Grants

Applicant: _____ Project Name: _____

Project Justification (up to 10 possible points)
This narrative should address why the project is needed and how the community will be impacted. If seeking prioritization, please include how the replacement of damaged or affected parks and trails will support long-term community resilience, environmental recovery, and equitable access to outdoor recreation following Hurricane Helene. **Applicant Self Score for Justification: _____**
Resiliency Planning (up to 20 possible points)
1. Resiliency Planning (4 possible points) Applicant Self Score: _____ 2. Damage & Damage Assessment and Recovery (4 possible points) Applicant Self Score: _____ 3. Resiliency Planning and Design (4 possible points) Applicant Self Score: _____ 4. Community and Interagency Coordination (4 possible points) Applicant Self Score: _____ 5. Long-Term Maintenance and Monitoring (4 possible points) Applicant Self Score: _____ **Applicant Self Score for Resiliency Planning Total: _____**

Applicant: _____ Project Name: _____

Acquisition (up to 15 possible points)

Identify and provide justification for the acquisition type and impact to protect the unique natural resources. Select one of the following three options and explain why land acquisition will create a positive impact on the community. (Possible 10 points)

☐ The site is a significant, unique, and threatened natural resource that will be used for other development purposes if not acquired. The recommendation is to conserve/ protect the resource while providing low-impact passive recreation, education, and conservation opportunities. (10 points)

☐ The site is an excellent natural resource that will be protected in addition to providing active and passive outdoor recreational opportunities and supports education and conservation efforts. (7 points)

☐ The site is an average natural resource that will be used to provide predominantly active outdoor recreation opportunities and support the education and conservation efforts. (5 points)

Justification for selection:

Number of acres of land acquired - parcel acres or linear acquisition for greenway/ trails (Possible 5 points)

☐ 5 acres or less (3 points)

☐ Medium acquisition, 6-25 acres (4 points)

☐ Large acquisition, 26 or more acres (5 points)

Applicant Self Score for Acquisition: _____

Public Recreational Facilities (up to 45 possible points)

3. New, like, or renovated facilities to be provided: (30 points)
A maximum of 30 total points will be awarded for the sum of 1a, 1b and 1c.

d. The project will provide (check one):

- ☐ 3 or more types of new recreational facilities (20 points)
- ☐ 2 types of new recreational facilities (15 points)
- ☐ 1 type of new recreational facility (10 points)

List the new types of recreational facilities:

e. The project will add recreational facilities at the park that are like the facilities that exist at the park. The project will add (check one):

- ☐ 3 or more types of recreational facilities (12 points)
- ☐ 2 types of recreational facilities (8 points)
- ☐ 1 type of recreational facility (4 points)

List the types of recreational facilities:

f. The project will provide major renovation of (check one):

- ☐ 3 or more types of recreational facilities (8 points)
- ☐ 2 types of recreational facilities (6 points)
- ☐ 1 type of recreational facility (4 points)

List the recreational facilities to be renovated and why each renovation is needed:

4. The project will provide a trail or greenway (1/4 mile or longer) that links to existing recreation area(s), school(s), downtown businesses, and/or communities located outside of the park. (5 points)

☐ Yes ☐ No

Site plan must show trail linkage to receive points. Identify by name and location the existing trail and areas to be linked by the proposed trail:

Applicant Self Score for Facilities: _____

Applicant: _____ Project Name: _____

Commitment to Operation & Maintenance (15 possible points)

1. ☐ The applicant has a full-time parks and recreation department that will manage the project site to provide programming and to ensure adequate operation and maintenance. (15 points)
2. ☐ The applicant has a full-time staff, such as a public works, who will manage the project site to ensure adequate operation and maintenance. (8 points)
3. ☐ The applicant will manage the project site with part-time staff or by contractual agreement to ensure adequate operation and maintenance. (4 points)
4. ☐ An organized volunteer group, such as a civic group or youth sports association will operate and maintain the site. (2 points)

Provide the name of the organization that will operate and maintain the site:

If the applicant is not going to operate the site with full-time staff, (see items #3 & #4), describe how and when the site will be open to the public.

Applicant Self Score for Operation & Maintenance: _____

Availability of Other Funds for the Project (up to 5 possible points)

☐ **Limited Funds (5 points)**

☐ **Average Funds (3 points)**

☐ **Significant Funds (1 point)**

Applicant Self Score for Availability of Funds: _____

Additional Points (10 possible points +/-)

☐ Project is applicant's only park (Possible + 3 points)

☐ The applicant provides maximum access to outdoor recreation opportunities (Possible +3 points)

☐ Project provides public access to public waters (such as river, ocean, sound, or lake). (Possible +2 points)

☐ Project provides a trail connection that links daily destinations i.e. bus stop, retail, existing recreation area(s), school(s), businesses, and/or communities located outside of the project site. (Possible +2 points)

☐ Poor application documentation (unclear maps or incomplete site plan, instructions not followed, missing documentation, unrealistic budget, inconsistencies, etc.) (Possible -4 points)

Applicant Self Score for Additional Points: _____

Prioritization (10 possible points)

County designated by HUD as most impacted and distressed:

County Population per 2023 State Demographer Report:

☐ Applicant attests that (i) the application for funds is for repair, replacement, or construction of equipment, buildings, or natural features due to damage or effects from Hurricane Helene, including capacity-building, and (ii) the amount of funds requested is the amount of unmet need above the amount paid by insurance and available federal aid.

Applicant Self Score for Prioritization: _____

Applicant Total Score:

_____

Additional Comments:

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Blake Fulgham, Management Analyst II

MEETING DATE: 01/07/2026

AGENDA SECTION: CONSENT AGENDA

DEPARTMENT: Public Services

TITLE OF ITEM: Approval to Apply for the FTA Section 5310 Program -*Blake Fulgham, Management Analyst II*

SUGGESTED MOTION(S):

I move City Council approve city staff's plan to apply for the Federal Transit Administrations Enhanced Mobility of Seniors and Individuals with Disabilities Program (Section 5310).

SUMMARY:

The Federal Transit Administration began the Section 5310 program in 1975 as a "capital assistance program" to support public transportation providers. The goal of the program is to improve mobility for disabled individuals and senior citizens by innovation and expanding transportation opportunities. The city of Hendersonville is interested in improving and expanding our current pedestrian transportation technology to improve accessible mobility opportunities for pedestrian travelers and increase overall safety for all.

BUDGET IMPACT: **We will be required to agree to a 20% match. Up to $43,800.**

Is this expenditure approved in the current fiscal year budget? N/A

If no, describe how it will be funded. N/A

ATTACHMENTS:

N/A

Resolution #__-____

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL IN SUPPORT OF APPLICATION FOR THE FEDERAL TRANSIT ADMINISTRATION ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAM, SECTION 5310 PROGRAM GRANT OPPORTUNITY

WHEREAS, the Federal Transit Administration has developed a grant program the provides financial assistance to develop new transit systems as well as maintain, improve, and operate currently existing transit systems; and

WHEREAS, the City of Hendersonville is committed to providing its citizens and visitors with safe and accessible travel within the community; and

WHEREAS, in accordance to the U.S. Access Board on PROWAG, section R308.2 states that "*Accessible pedestrian signals* shall have an audible and *vibrotactile* walk indication during the *walk interval* only. The audible walk indication shall be audible from the beginning of the associated *crosswalk*. Following the audible and *vibrotactile* walk indication and during the *pedestrian change interval*, *accessible pedestrian signal*s shall revert to the *pedestrian push button locator tone*."

WHEREAS, the City's financial resources have limited the City's ability to implement the new pedestrian signals with appropriate audible and vibrotactile capabilities; and

WHEREAS, according to the 2023 American Community Survey 5-year estimates, the City's disabled population consists of 17.9% of the City's population, which is 3.9% higher than the state of North Carolina and 4.2% higher than the United States statistic.

WHEREAS, the City of Hendersonville plans to install new audible and vibrotactile street crossing technology throughout the Historic Hendersonville Main St. during instances of roadway & crosswalk/curbing infrastructure repairs that occur within a designated pedestrian crosswalk.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that:

1. The City hereby endorses the application for the Enhanced Mobility of Seniors and Individuals with Disabilities Program Section 5310 Program grant opportunity and, if the grant is awarded, agrees to provide matching funding up to 20%, and any staff assistance for the duration of the Project; and
2. The City Manager is authorized to execute said application.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 1st day of January, 2026.

_____

Attest: Barbara G. Volk, Mayor, City of Hendersonville

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Jill Murray, City Clerk

Approved as to form:

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Angela S. Beeker, City Attorney

Call for Projects for FTA Section 5310 Funding (FY2025)

Enhanced Mobility of Seniors and Individuals with Disabilities

October 16, 2025

French Broad River MPO

339 New Leicester Highway, Suite 140
Asheville, NC 28806

mpo@landofsky.org

828.251.6622

Introduction

The following information is for the French Broad River MPO Fall 2025 call for projects for FTA Section 5310 funding—Enhanced Mobility for Seniors and Individuals with Disabilities. This call for projects is being held to allocate FY2025 apportionment of FTA Section 5310 funds to the Asheville Urbanized Area. This document provides prospective applicants with the tools and guidance needed to submit an application for the 2025 funding year for the following Federal Transit Administration (FTA) 5310 funding sources—the French Broad River MPO Apportionment:

- 5310 Mobility Management in rural, small urban areas, and large urban areas
- 5310 Operating assistance for transportation services for seniors and persons with disabilities in small and large urban areas
- 5310 Purchased transit service for seniors and persons with disabilities in small and large urban areas

Funding Available

FY 2025's Section 5310 Allocation	
FY 2025 FTA Section 5310 Funds Available to Asheville UZA	$486,152
Section 5310 Admin at 10%	$48,615
Remaining Section 5310 after Admin	$437,537

Preliminary Period of Performance

All applications should develop budgets based upon the assumption of being able to utilize the funds during the Period of Performance. This may change when successful projects begin negotiations with the City of Asheville, but for application purposes sponsors should **use July 1, 2026 to June 30, 2027 as the presumed Period of Performance**.

Call for Projects information continued on next page

Program Goal

> "The goal of Section 5310 program is to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding the transportation mobility options available. The FTA provides financial assistance for transportation services planned, designed, and carried out to meet special transportation needs of seniors and individuals with disabilities in all areas—large urbanized, small urbanized, and rural. The program requires coordination with other federally assisted programs and services in order to make the most efficient use of federal resources."

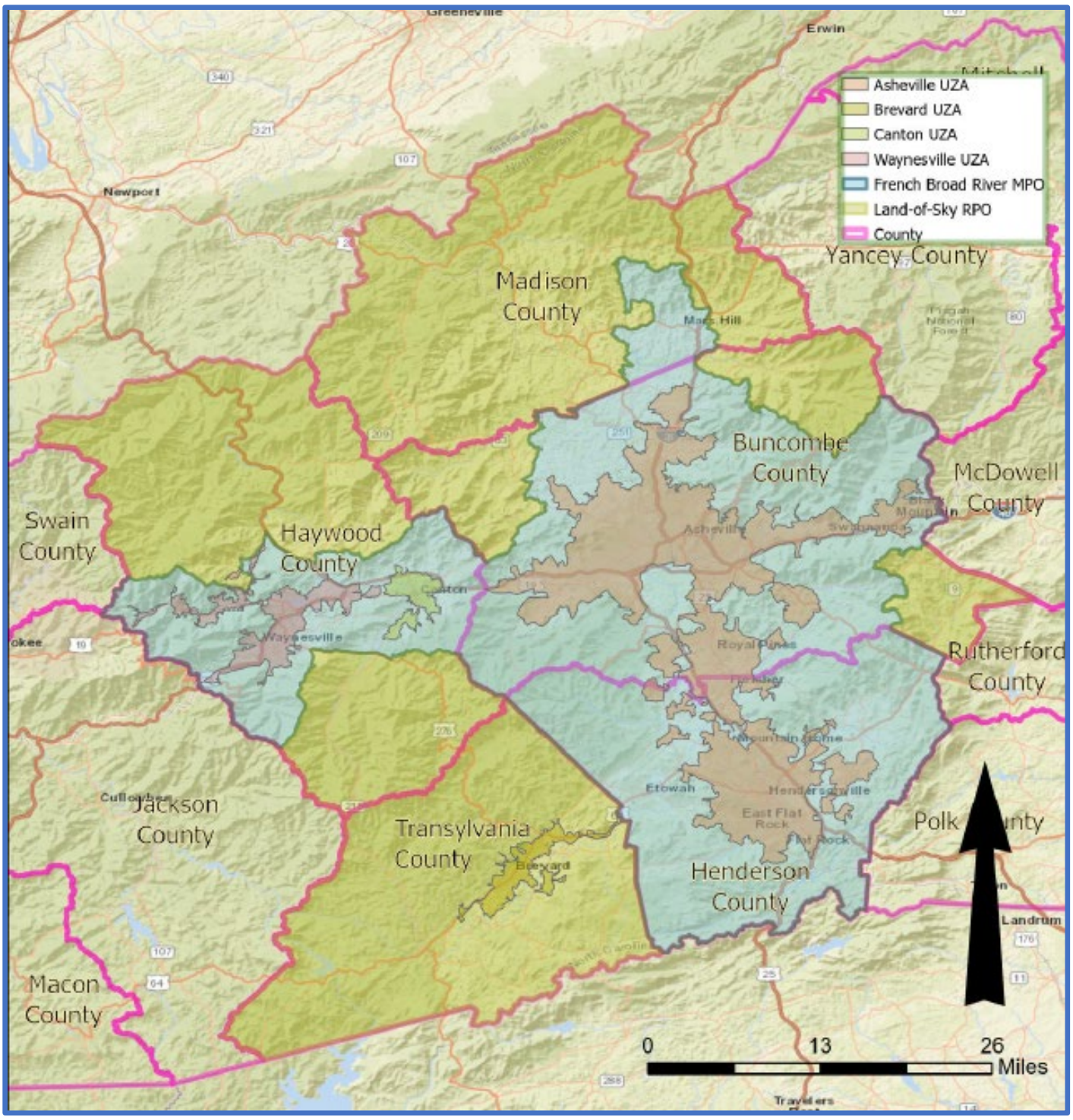
Program History

The Section 5310 program was established in 1975 as a capital assistance program for public transportation providers (or nonprofit organizations where public transit was unavailable, insufficient, or inappropriate). Since 1975 the program has undergone a number of transformations that included the eligibility of public transportation providers to coordinate human service transportation and requirements that projects be linked to a Coordinated Human Services Transportation Plan.

Under MAP-21, FTA's Section 5317 program (New Freedom) and its eligible activities were consolidated into the Section 5310. As a result, projects that were eligible under New Freedom are now eligible under Section 5310.

In our region, the City of Asheville was appointed as the designated recipient of FTA Section 5310 funds for the Asheville Urbanized Area (shown below) in 2014. While the French Broad River MPO and its 5310 Selection Committee are responsible for holding a call for projects and selecting projects to be programmed, any selected subrecipients will be required to contract with the City of Asheville in order to receive funds.

Call for Projects information continued on next page



Call for Projects information continued on next page

Eligible Applicants

Private nonprofit organization, state or local government authorities, and private operators of public transportation systems are eligible for Section 5310 funding. However, applicants that are eligible for Section 5310 funding differ based on the type of funding that is being requested: **Traditional Section 5310 Projects** or **Other Section 5310 Projects**.

Organizations eligible for **Traditional 5310 funding** activities include:

- Private Nonprofit Organization
- A state or local government authority that:
    - Is approved by a state to coordinate services for seniors and individuals with disabilities; or
    - Certifies that there are no nonprofit organizations readily available in the area to provide the service.

Organizations eligible for **Other Section 5310 funding** activities include:

- State or local government authority
- Private nonprofit organization
- An operator of public transportation that receives a Section 5310 grant indirectly through a recipient.

***Applicants with a Section 5311 – Rural Transit System in their area are ineligible for operating assistance unless the applicant provides adequate proof that the public transit system is unable to meet the needs of seniors and individuals with disabilities in the area.** Applicants must demonstrate how the additional 5310 funding will fill the gaps in service for seniors and individuals with disabilities. Applicants must also describe their current and future coordination efforts with the Rural Transit System to ensure that all federal funds will be used to efficiently and effectively meet the needs of the community. Applicants without a 5311 transit system in their area will receive first consideration.

Eligible Projects

Section 5310 covers a wide range of eligible activities, but the funding source has several specific requirements that determine how much of the region's funding can go towards specific activities. The **FTA requires that 55% of a region's 5310 funds be used for Traditional 5310 activities**. Up to 10% may be used for administrative expenses by the designated recipient, and the **remaining funds may be used for Other/Nontraditional 5310 activities**.

All proposed projects must conform to the locally developed, Coordinated Public Transit—Human Services Transportation plan (LCP).

Eligible Projects information continued on next page.

Traditional 5310 Projects

At least 55% of program funds must be used on "traditional" capital projects that are:

- Public transportation projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable.
    - Examples of "traditional" projects include, but are not limited to:
        - Vehicle rehabilitation (e.g. radios, wheelchair lifts, ramps)[1]
        - Passenger facilities (benches, shelters, amenities)
        - Intelligent transportation systems (including scheduling, routing, one-call systems)
        - Dispatch and fare collection systems
        - Mobility management programs (described below)
        - Lease of equipment when it is more cost-effective:
            - Transportation services under contract or lease
            - Capital and operating expenses associated with contracted services
            - Mobility management (including travel training, marketing of services, & eligibility management)
            - Coordination programs among public transportation providers and other human service agencies

Nontraditional/Other 5310 Projects

The remainder of program funds may be used for public transportation projects that exceed the requirements of ADA, improve access to fixed route service and decrease reliance on complementary paratransit service, or provide alternatives to public transportation that assist seniors and individuals with disabilities with transportation. The following activities are examples of eligible projects that go beyond the minimum requirements of ADA:

- Expansion of paratransit service beyond the ¾ mile required by ADA
- Expansion of service hours for ADA paratransit beyond hours of fixed-route services
- Incremental cost of providing same-day service; incremental cost of making door-to-door service available to all ADA paratransit riders
- Enhancing service by providing escorts or assisting riders through the door of their destination
- Purchase of equipment designed for mobility aids that exceed the dimensions/weight ratings under the ADA and labor costs of aides to help drivers with oversized wheelchairs
- Installation of additional securement locations in public buses beyond ADA requirement feeder service to other transit services for which complementary paratransit service is not required under the ADA
- Making accessibility improvements to transit and intermodal stations not designated as key stations or renovations to an existing station
- Building accessible paths to bus stops that are currently inaccessible (curb cuts, sidewalks, pedestrian signals, or other accessible features)

[1] Legal ownership of all vehicles purchased under the 5310 program is retained by the transit operators and in the case of private provider, by the City of Asheville. Subrecipients are required to submit a "Buy Amercia" provision and certification with their bidding documents for vehicles.

- Improving signage or wayfinding technology
- Other technology improvements that enhance accessibility for those with disabilities, including intelligent transportation systems
- Travel training
- Public transportation alternatives that assist seniors and individuals with disabilities with transportation.

    - **Examples of "nontraditional" projects include**: Travel training, volunteer driver programs, building an accessible path to bus stop including curb-cuts, sidewalks, accessible pedestrian signals or other accessible features; improving signage or wayfinding technology; incremental cost of providing same day service or door-to-door service; purchasing vehicles to support new accessible taxi, rides sharing and/or vanpooling programs; and mobility management.

Mobility Management

This category covers projects designed to enhance the mobility of individuals within a region. Funds may be used to hire staff to provide mobility services, purchase transportation for individuals needing to travel in a region, marketing of mobility services for a region, coordination efforts within a region, or other services designed to enhance mobility.

Mobility management assists moving any individual using a range of transportation options with a focus on effectiveness and cost-efficiency. Mobility management seeks and leverages a variety of funds and partnerships to connect resources and needs in a sustainable manner. Mobility management is customer-focused, serves a vital role in improving access for citizens, especially those who are elderly or have disabilities, and assists transportation providers in making the best use of scarce resources. Mobility management activities are intended to build coordination between existing health and human service agencies, employment services, and public transportation providers, with the result of expanding the availability of service. Funding may be used for salaries, benefits, and related program expenses.

Eligible mobility management activities include: promotion and enhancement of access to transit services; short term management activities for planning/implementation of coordination; support of local coordination bodies and councils; operation of transportation brokerages to coordinate providers; provision of coordination services like travel training and trip planning; development and operation of one-stop travel call centers; eligibility management; operations and planning using intelligent transportation technology (GIS, GPS, coordinated vehicle scheduling/dispatch/monitoring, coordinated billing, and single smart customer payment system). ***The purchase of technology*** is also an eligible capital expense.

Travel Training

Projects in this category consist of efforts designed to transition persons with disabilities from specialized ADA services onto regular fixed-route services. These projects must operate within an area where a fixed route program **and** its complementary paratransit program exist. They typically operate in areas where other mobility management services are available. Funding may be used for salaries of

trainers, purchase of travel training services, development of travel training materials, or the purchase of fixed route tickets or passes needed for one-on-one training.

Brokerage Operations

Funding for these services is limited to agencies that broker transportation trip requests among at least three service providers. The applicant may be one of the providers as long as they identify the other participants in the brokerage. In addition, the applicant must show the processes by which they broker requests.

Public Transportation Alternatives

Alternatives to public transportation that assist seniors and individuals with disabilities are eligible for funding. These activities may include: ride sharing and/or vanpooling programs; supporting the administration and expense related to new voucher programs for existing transportation services offered by human service providers (mileage reimbursement as part of a volunteer driver program, taxi trip, or trips provided by human service agency). Vouchers are an operational expense that requires a 50/50 match. Support of volunteer driver and aide programs is also an eligible activity (administration, safety, background checks, scheduling, coordination of passengers, and insurance associated with volunteer driver programs).

> For a more detailed list of traditional and other project types, please refer to the FTA Section 5310 circular, available at: https://www.transit.dot.gov/sites/fta.dot.gov/files/2024-10/C9070.1H-Circular-11-01-2024.pdf
>
> OR contact MPO staff at mpo@landofsky.org

In addition to the eligible project types mentioned above, the City of Asheville's Program Management Plan for Section 5310 specifies the following requirements:

- Eligible matching funds must be identified and available.
- The primary focus of the proposed service or program must serve the target populations, namely seniors and individuals with disabilities
- The project must benefit the French Broad River MPO urbanized area. More details about project eligibility are available in the FTA Section 5310 Circular, mentioned above.

Cost Sharing/ Match Requirements

The 5310 grant program requires a local match. The FTA's contribution varies according to project type (please see below). Non-DOT funds and local and private funds can be used as the local match. Examples of types of programs that are potential sources of local match include: employment, training, aging, medical, community services, and rehabilitation services. Funds can be used to support:

- Capital Projects – 80% Federal/20% Local Match
- Operating – 50% Federal/50% Local Match
- ADA vehicle-related equipment (on and attached to the vehicles) – 90% Federal/ 10% Local Match
    - The match must be the total cost of the project, not just a match of federal portion

Below are some examples of potential sources for local match, which may be used for any or the entire local shares amount:

- State or local appropriations (such as EDTAP funds);
- Other non-DOT Federal funds that are eligible to be expended for transportation;
- Private donations;
- Revenue from human service contracts;
- Net income generated from advertising and concessions;
- Non-cash share such as donations, volunteered services, or in-kind contributions is eligible to be counted toward the local match as long as the value of each is documented and supported, AND is a cost that will otherwise be eligible under the program;
- Income from contracts to provide human service transportation.

Title VI

As a recipient of federal funds, each grant partner must develop and maintain a Title VI Program in accordance with FTA Circular 4702.1B, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients." The purpose of Title VI is to ensure non-discrimination in the recipient's services, programs, and activities. Funds will not be administered to an agency without a documented Title VI Program.

Application Procedures

This Section 5310 program application is for funds to be used within the Asheville Urbanized Area. The initial project application consists of the program-specific requirements detailed in this package of forms and instructions.

All applications and other required materials are due by the **close of business (5:00pm) on January 15, 2026**. Electronic submissions are preferred and should be sent to mpo@landofsky.org by that time.

The information in this application is a public record. Applicants should not include any information that may be regarded as confidential. The applicant must comply with all necessary Certifications and Assurances if funding is awarded.

Call for Projects information continued on next page

Application and Project Selection Timeline

FY2025 Call for Projects Application Timeline	
October 16, 2025	**5310 and JARC Call for Projects opens**
January 15, 2026	**5310 and JARC applications due to FBRMPO**
February 4, 2026	**FBRMPO Prioritization Subcommittee meets to review 5310 and JARC applications**
February, 12 2026	**TCC approves 5310 and JARC project selection**
February 19, 2026	**MPO Board votes on 5310 and JARC project selection**
March 19, 2026	**MPO Board approves TIP Amendments for 5310 and JARC projects**

Required Documents for Application

The following documents are required for applications for FTA Section 5310 funding:

1. A **completed application form** (see separate document "**Application for 5310 Funds**")
    a. Project need/goals that align with the CPT-HST
    b. Implementation Plan
    c. Program Effectiveness and Performance Measures
    d. Outreach Plan
    e. Agency's Title VI Plan
2. **Map of Applicant Service Area**
3. **Proposed Project Budget/Financial Statement**
    a. Audited Financial statements for the past three years including tax returns (if applicable)
    b. Applicable pro-forma balance sheets, income statements, and cash flow statements for the duration of the project (or public sector budget equivalents)
    c. Applicable current insurance coverage including assets and liability and/or quotes for new or expanded projects
    d. Describe how project relates to any federal or other programs that the agency operates and, if applicable, how these resources can be leveraged for the project
    e. Describe any potential long-term efforts or funding sources that will sustain this project should 5310 funding no longer be available in the future years, if proposed project is a multi-year project.
4. **Letter of non-federal match commitment**
    a. Provide sufficient evidence of the stability of the non-federal share submitting a letter ensuring intent to request funds be allocated to match in the following budget (or that funds continue to be matched if they already are). Applications without match will not be considered.
5. **Appropriate Certifications and Assurances** (or a statement indicating whether the necessary certifications and assurances will be submitted, if submitting at a later date)

Certifications and Assurances

The City of Asheville Program Management Plan for 5310 specifies the following requirements for 5310 subrecipients:

"Subrecipients recommended for federal funding submit all project-appropriate FTA certifications and assurances prior to contract execution and annually thereafter. These include, but are not limited to:

- Standard Assurances
- Nondiscrimination Assurances
- Private Mass Transportation Companies
- Assurance of Nondiscrimination on the Basis of Disability

The COA will not execute any grant contract without first having received these items. The City shall exercise an active oversight role with regard to the equipment procurement process."

Project Selection

This call for projects will be competitive. Projects will be passed along from MPO staff to the 5310 Selection Committee. The FBRMPO Prioritization Subcommittee has been serving as the 5310 Selection Committee for the French Broad River MPO since the spring of 2018, with final approval of projects selected for funding taking place at the French Broad River MPO Board.

Project Evaluation Criteria information continued on next page

Project Evaluation Criteria

The scoring for projects will be weighted based on regional priorities and alignment with existing plans. This will be broken down more specifically in the scorecard for this Call for Projects.

All applications must meet the following:

1. Proposed project must include **ALL** of required documentation and be eligible for funds according to FTA 5310 Circular.
2. Proposed project must be a non-duplicative service/program.
3. Proposed project must expand or sustain services that are separate or unique relative to the organization's regulatory requirements.
4. Eligible matching funds must be identified and available.
5. The primary focus of proposed service or program must serve target populations.
6. The project must benefit the UZA.
7. The project must include reference to the agency's Title VI Plan or description of commitments to the spirit of Title VI?

   Note: *Successful applicants will be required to submit a Title VI Plan prior to receiving funds; however, it is not necessary to have a pre-existing Title VI Plan to be eligible to apply for funding.*

Eligible applicants will be evaluated on the following criteria:

1. Project Need and Goals (25 points)

- Aligns with the 5310 Grant program's objectives.
- Fits with high-priority needs identified in the locally coordinated plan and City of Asheville's Program Management Plan.
- Positively benefits mobility of senior citizens and/or people with disabilities and provides a service necessary for the quality of life of those persons. Applicant demonstrates how project fills an identified gap in transportation that cannot reasonably be filled otherwise.
- Includes projected ridership or impact as well as measures to ensure quality service.
- Will consider factors including the responsiveness of the proposal to existing travel patterns, provision of clean, safe, comfortable, and affordable services, and linkages to other agencies to fill infrastructure gaps.
- The applicant's proposal meets a need/goal specified in the Coordinated Public Transportation and Human Services Transportation Plan. The latest CPT-HSTP, adopted February 2018 is available at http://www.fbrmpo.org/tdm/cpt-hst-plan.

2. Project Budget and Organizational Preparedness (30 points)

- Proposal includes sufficient and compelling evidence to demonstrate a need for funding.
- Project includes necessary budgets and identifies local match funding.
- Projects with highest level of utilization will receive priority consideration for funding. Efficiency is ideally demonstrated by the estimated cost per new customer. Demonstration of need should be done through clear, data-driven cases that involve estimates of current service/performance and anticipated performance measures.

- Project shows financial sustainability beyond grant period
- Proposal demonstrates ability to manage proposed project by including past experience in funding management, detailing organization's capacity, and depicting current operations and management.

3. **Project Implementation (30 points)**
   - Proposal has detailed implementation and evaluation plan.
   - Proposal identifies key personnel.
   - Proposal aligns with organization's missions and objectives, which are identified in the proposal.
   - Proposal includes demonstration of staff's experience in managing and/or operating transportation projects and passenger transportation.

4. **Coordination, Outreach, and Community Impact (15 points)**
   - The Proposal highlights its importance in the realm of impact to the overall community. Proposal includes outreach plan with details on geographic range of project benefits.
   - Outreach plan identifies the ways that applicant intends to market to target groups, marginalized populations, and promote awareness of the project.
   - Project involves coordination with other groups and has stakeholder support including but not limited to human services organizations, the Area Agency on Aging, healthcare providers, etc. Effectiveness of proposed partnerships—describe existing relationships with other organizations to ensure best use of existing services (i.e. list providers in area to be served and ability of clients to access services; report on degree of coordination between local and regional providers and agreements that exist; submit joint application with others in the area if possible; share vehicles with providers when possible).

5. ***BONUS:*** **Alternative Fuels / Fuel Efficiency (5)**
   - Project utilizes high-efficiency or alternative fueled vehicles / transportation methods.

Project Evaluation Criteria	Possible Points	Awarded
Minimum Requirements		
Does applicant provide proof of local match?	Yes or No	
Is the project eligible to receive 5310 program funds per the call for projects and the most up-to-date FTA requirements and guidelines?	Yes or No	
Does the project expand or sustain services that are separate or unique relative to the organization's regulatory requirements?	Yes or No	
Does applicant include their Title VI Plan **or** description of commitments to the spirit of Title VI?	Yes or No	
Project Needs and Goals	**25**	
How will the project increase or enhance availability of transportation for the Asheville urbanized area's elderly and disabled populations?	0-10	
Does applicant include map of service area and/or requested demographic data and number of people served?	0 or 5	
Does the project address a need identified in the Coordinated Human Services Transportation Plan?	0 or 5	
How well does the project demonstrate the most appropriate match of service delivery to need and address unmet needs?	0-5	
Project Budget and Organizational Preparedness	**30**	
Did applicant submit a clearly defined project budget? Does the budget accurately estimate project cost? Does it identify direct costs and other requested portions of the budget?	0-5	
Does the agency demonstrate continued commitment to the life of the project beyond the availability of the requested grant resources?	0-5	
How essential is access to this funding for the project? (Projects that demonstrate the greatest level of need should be scored the highest)	0-10	
How does the project align with the agency's experience in funding management, organizational capacity, and operations and management.	0-5	
Project Implementation	**30**	
Does the proposal outline an implementation and evaluation plan?	0-10	
Does applicant describe process of evaluating service?	0 or 5	
Does the application identify key personnel?	0 or 5	
Does the applicant demonstrate their institutional capability to carry out service delivery of project as described?	0-5	
How experienced is the agency with financial responsibilities like quarterly reporting, annual audits, and/or other forms of financial reporting?	0-5	
Coordination, Outreach, and Community Impact	**15**	
Does the project include coordination and/or partnerships with transportation providers or other relevant stakeholders?	0-5	
Does the applicant provide an outreach plan identifies the ways that applicant intends to market to target groups, marginalized populations, and promote awareness of the project?	0-5	
Does the applicant outline how they will market to target group and promote awareness of the project?	0-5	
Bonus for Alternative Fuels/Fuel Efficiency	**5**	
Does the project demonstrate use of high-efficiency or alternative fuel vehicles/transportation methods?	0 or 5	
Total (Out of 100, with 5 additional bonus points)	**100 + 5**	

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Jennifer Floyd **MEETING DATE:** 01/07/2026

AGENDA SECTION: CONSENT **DEPARTMENT:** Administration

TITLE OF ITEM: January 2026 Budget Amendments – *Jennifer Floyd, Management Analyst*

SUGGESTED MOTION(S):

I move City Council adopt budget amendments 01072026-01, 01072026-02, 01072026-03, 01072026-04, 01072026-05, 01072026-06, and 01072026-07 as presented.

SUMMARY:

- **01072026-01**: An amendment increasing grant proceeds ($5,000) and contributions/donations revenues ($5,000) and adjusting contracted services budget to acquire barricades in the Public Works Streets Department in FY26.
- **01072026-02**: An amendment transferring $32,788 from the City Hall 3rd Floor Project to the Operations Center Helene Recovery Project (#HEE01) to accurately reflect the acquisition of new conference room furniture.
- **01072026-03**: An amendment increasing R&M Buildings budget in the Parking Fund using a $1,571 insurance proceeds check to repair or replace the arm in the parking deck entry.
- **01072026-04**: An amendment leveraging insurance proceeds ($22,056) to repair asset #14-138.
- **01072026-05**: An amendment increasing General Fund transfers out by $25,000 to support Downtown Camera initiatives (project #25002).
- **01072026-06:** An amendment reflecting a transfer into Operations Center Energy Efficiency Project (#G2505) from the general fund to cover the cost of additional smart pivot thermostats.
- **01072026-07:** An amendment leveraging higher than anticipated FY26 local option sales tax revenues to fund a $40,000 design of the Main St. Fountain.

BUDGET IMPACT: Described Above

Is this expenditure approved in the current fiscal year budget? N/A

If no, describe how it will be funded.

ATTACHMENTS:
Budget Amendments 01072026-01 through 01072026-07 (seven total amendments).

TO MAYOR & COUNCIL
APPROVAL: January 07, 2026

FISCAL YEAR 2026
FORM: 01072026-01

BUDGET AMENDMENT

FUND 010

ACCOUNT NUMBER	DESCRIPTION OF ACCOUNT	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
010-0000-420050	Grant Revenue	28,000	5,000	-	33,000
010-0000-460090	Contribution/Donation	11,616	5,000	-	16,616
010-1535-519200	Contracted Services	105,000	-	10,000	95,000
010-1555-534000	Non-Capital Equipment	-	20,000	-	20,000
FUND 010	TOTAL REVENUES	39,616	10,000	-	49,616
General Fund	TOTAL EXPENDITURES	105,000	20,000	10,000	115,000

An amendment reflecting an increase of $5,000 in grant revenue (NCLM RMS Grant), an increase of $5,000 in contribution donations revenue (Friends of Downtown), and an increase of $20,000 in Non-Capital Equipment in the Public Works Streets Dept for the purchase of barricade related items.

The City Manager and City Clerk certify budget ordinance amendment 01072026-01 was approved by City Council on January 07, 2026.

City Manager _____ Date _____

City Clerk _____ Date _____

TO MAYOR & COUNCIL
APPROVAL: January 07, 2026

FISCAL YEAR 2026
FORM: 01072026-02

BUDGET AMENDMENT

FUND 410

ACCOUNT NUMBER	DESCRIPTION OF ACCOUNT	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
410-0000-470100-23021	Transfer In (from #21017)	158,500	-	-	158,500
410-1002-550103-23021	Capital Outlay - CIP	158,500	-	32,788	125,712
410-1002-598901-23021	Transfer Out (to #HEE01)	-	32,788	-	32,788
FUND 410 #23021 City Hall 3rd Floor	TOTAL REVENUES	158,500	-	-	158,500
	TOTAL EXPENDITURES	158,500	32,788	32,788	158,500
410-HEE01	FEMA/Grant Reimbursements	295,000	-	-	295,000
410-1002-470100-HEE01	Transfer In (from #23021)	-	32,788	-	32,788
410-HEE01	Helene Expenditures	295,000	-	-	295,000
410-1002-534000-HEE01	Non-Capital Equipment	-	32,788	-	32,788
FUND 410 #HEE01 Ops Helene Project	TOTAL REVENUES	295,000	32,788	-	327,788
	TOTAL EXPENDITURES	295,000	32,788	-	327,788

An amendment transferring $32,788 out of the City Hall 3rd Floor Project (#23021) into the Operations Center Helene Project (#HEE01) to cover the cost of furniture.

The City Manager and City Clerk certify budget ordinance amendment 01072026-02 was approved by City Council on January 07, 2026.

City Manager _____ Date _____

City Clerk _____ Date _____

TO MAYOR & COUNCIL
APPROVAL: January 07, 2026

FISCAL YEAR 2026
FORM: 01072026-03

BUDGET AMENDMENT

FUND 064

ACCOUNT NUMBER	DESCRIPTION OF ACCOUNT	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
064-0000-470030	Insurance Proceeds	19,079	1,571	-	20,650
064-7455-524010	R&M Buildings	24,079	1,571	-	25,650
FUND 064	TOTAL REVENUES	19,079	1,571	-	20,650
Parking Fund	TOTAL EXPENDITURES	24,079	1,571	-	25,650

An amendment reflecting an increase to insurance proceeds to cover the repair/replacement of an arm in the parking deck entryway.

The City Manager and City Clerk certify budget ordinance amendment 01072026-03 was approved by City Council on January 07, 2026.

City Manager _____ Date _____

City Clerk _____ Date _____

TO MAYOR & COUNCIL
APPROVAL: January 07, 2026

FISCAL YEAR 2026
FORM: 01072026-04

BUDGET AMENDMENT

FUND 010

ACCOUNT NUMBER	DESCRIPTION OF ACCOUNT	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
010-0000-470030	Insurance Proceeds	685	22,056	-	22,741
010-1400-524030	R&M Trucks	113,500	22,056	-	135,556
FUND 010 General Fund	TOTAL REVENUES	685	22,056	-	22,741
	TOTAL EXPENDITURES	113,500	22,056	-	135,556
An amendment reflecting an increase to insurance proceeds to cover the repair of 14-138.					

The City Manager and City Clerk certify budget ordinance amendment 01072026-04 was approved by City Council on January 07, 2026.

City Manager — Date

City Clerk — Date

TO MAYOR & COUNCIL
APPROVAL: January 07, 2026

FISCAL YEAR 2026
FORM: 01072026-05

BUDGET AMENDMENT

FUND 010

ACCOUNT NUMBER	DESCRIPTION OF ACCOUNT	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
010-0000-598901	Transfer Out (to 410, #25002)	573,136	25,000	-	598,136
010-1010-534000	Non-Capital Equipment	110,290	-	25,000	85,290
FUND 010	TOTAL REVENUES	573,136	25,000	-	598,136
General Fund	TOTAL EXPENDITURES	110,290	-	25,000	85,290
An amendment reflecting a transfer out from the General Fund to project #25002 for the Downtown Camera Project in FY26.					

The City Manager and City Clerk certify budget ordinance amendment 01072026-05 was approved by City Council on January 07, 2026.

City Manager _____ Date _____

City Clerk _____ Date _____

TO MAYOR & COUNCIL
APPROVAL: January 07, 2026

FISCAL YEAR 2026
FORM: 01072026-06

BUDGET AMENDMENT

FUND 010 | 301

ACCOUNT NUMBER	DESCRIPTION OF ACCOUNT	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
010-0000-598901	Transfer Out (to 301, #G2505)	573,136	3,380	-	576,516
010-1565-531225	Supplies & Materials	2,000	-	998	1,002
010-1565-531225	Tranining	1,000	-	1,000	-
010-1565-532250	Outreach	4,200	-	1,070	3,130
010-1502-532400	Misc. Expenditures	3,000	-	312	2,688
FUND 010 General Fund	TOTAL REVENUES	-	-	-	-
	TOTAL EXPENDITURES	583,336	3,380	3,380	583,336
301-0000-420050-G2505	Grant (2025 EECBG)	128,928	-	-	128,928
301-0000-470100-G2505	Transfer In (From 010)	-	3,380	-	3,380
301-1565-550103-G2505	Capital Outlay - CIP	128,928	3,380	-	132,308
FUND 301 #G2505 Ops.Energy Efficiency	TOTAL REVENUES	128,928	3,380	-	132,308
	TOTAL EXPENDITURES	128,928	3,380	-	132,308

An amendment reflecting a transfer into Operations Center Energy Efficiency Project (#G2505) from the general fund to cover the cost of additional smart pivot thermostats.

The City Manager and City Clerk certify budget ordinance amendment 01072026-06 was approved by City Council on January 07, 2026.

City Manager _____ Date _____

City Clerk _____ Date _____

TO MAYOR & COUNCIL
APPROVAL: January 07, 2026

FISCAL YEAR 2026
FORM: 01072026-07

BUDGET AMENDMENT

FUND 010

ACCOUNT NUMBER	DESCRIPTION OF ACCOUNT	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
010-0000-410001	Local Sales & Use Tax	6,980,919	40,000	-	7,020,919
010-1002-519200	Contracted Services	46,400	40,000	-	86,400
FUND 010	TOTAL REVENUES	6,980,919	40,000	-	7,020,919
General Fund	TOTAL EXPENDITURES	46,400	40,000	-	86,400
An amendment leveraging higher than anticipated FY26 local option sales tax revenues to fund a $40,000 design of the Main St. Fountain.					

The City Manager and City Clerk certify budget ordinance amendment 01072026-07 was approved by City Council on January 07, 2026.

City Manager _____ Date _____

City Clerk _____ Date _____

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Tammy Heide **MEETING DATE:** 02/05/2026

AGENDA SECTION: CONSENT **DEPARTMENT:** Finance

TITLE OF ITEM, Presenter Name, Title: Monthly Property Tax Collector's Report -*Tammy Heide, Deputy Tax Collector*

SUGGESTED MOTION(S): I move that City Council approve the Monthly Tax Collector Report

SUMMARY:

Monthly Property Tax Collector Report

Pursuant to N.C.G.S. § 105-350(7), it is the duty of the tax collector to submit to the governing body at each of its regular meetings a report of the amount collected on each year's taxes with which is charged, the amount remaining uncollected, and the steps taken to encourage or enforce payment of uncollected taxes.

Attached is the month-end report for collections, refunds, and releases (current and prior years), provided by the Henderson County Tax Collector. The tax department is using all collection remedies as provided by general statute to collect delinquent taxes

BUDGET IMPACT: $ 0.00

Is this expenditure approved in the current fiscal year budget? YES

If no, describe how it will be funded.

PROJECT NUMBER: N/A **PETITION NUMBER:** N/A

ADDITIONAL PETITION NUMBER: N/A

PETITIONER NAME: N/A

ATTACHMENTS:

i. Monthly Tax Collector's Report- October
ii. Monthly Tax Collector's Report- November

CITY OF HENDERSONVILLE TAX COLLECTOR'S REPORT

TO: City of Hendersonville Board of Commissioners

FROM: Tammy Heide, Deputy Tax Collector

DATE: Thursday, February 5, 2026

SUBJECT: December 2025 Tax Collector Report

According to NCGS 105-350(7) it is the duty of the tax collector to submit to the governing body at each of its regular meetings a report of the amount collected on each year's taxes with which is charged, the amount remaining uncollected, and the steps taken to encourage or enforce payment of uncollected taxes.

Below is the month end report for collections (current and prior years), amounts are provided by the Henderson County Tax Collector. The tax department is using all collection remedies as provided by general statute to collect delinquent taxes including but not limited to garnishments, attachments, and NC Debt Setoff.

This summary does not include Late List Penalties and Interest. Late List Penalties collected are transferred to the Henderson County School System per NCGS 115C-437.

REAL AND PERSONAL PROPERTY TAXES MONTHLY COLLECTIONS

CURRENT YEAR

	CITY	DOWNTOWN	7TH AVENUE
BILLED	$16,706,936.03	$301,549.89	$49,620.16
COLLECTED YEAR TO DATE	$14,019,118.54	$246,296.17	$38,846.37
ADJUSTMENTS AND RELEASES YEAR TO DATE	$39,500.22	$1,489.16	$1,422.64
OUTSTANDING REAL AND PERSONAL PROPERTY TAX	**$2,727,317.71**	**$56,742.88**	**$12,196.43**
CURRENT YEAR TAX COLLECTION PERCENTAGE	83.71%	81.28%	76.11%

PRIOR YEARS

BEGINNING OUTSTANDING BALANCE	$154,517.11	$9,216.15	$2,323.10
MONTHLY COLLECTION	$33,379.16	$21.38	$0.00
MONTHLY ADJUSTMENTS AND RELEASES	-$1,131.42	$0.00	$0.00
OUTSTANDING REAL AND PERSONAL PROPERTY TAX	**$120,006.53**	**$9,194.77**	**$2,323.10**

Per NCGS 105-381(b) the Tax Collector is reporting tax releases/refunds within the current period of:

Total Property Tax Released due to taxable value Adjustments	$4,013.62
Total Refunds Processed for the Month	$60.59
Total Motor Vehicle Releases and Refunds for the Month	

*** Taxes releases/refunds are only allowed when taxes (1)were illegal or (2)were imposed due to a clerical error.*

Detailed information for releases and refunds is available from the Henderson County Tax Collector.

Date run: 1/1/2026 2:00:52 AM

TR-401G Net Collections Report

NCPTS V4

Fiscal Year Activity from July 1, 20XX to December 31, 2025								Activity from December 1, 2025 to December 31, 2025			
Tax Year	Orig. Billed Amt ($)	Abs. Adj ($)	Bill Releases ($)	Disc. Levy ($)	Net Levy ($)	Amt Collect. ($)	Unpaid Balance ($)	Amt Collect. ($)	Abs. Adj ($)	Bill Releases ($)	Disc. Levy ($)
		Assessor Refunds ($)	Net Collections ($)	Additional Levy ($)	Collection Fee Amt ($)	% Coll.	% Uncoll.			Assessor Refunds ($)	Additional Levy ($)
TAX DISTRICT: DOWNTOWN-MAIN ST LEVY TYPE: TAX											
2025	301,549.89	0.00	6.52	1,495.68	303,039.05	246,296.17	56,742.88	143,120.12	0.00	0.00	0.00
		0.00	246,296.17	0.00	0.00	81.28 %	18.72 %			0.00	0.00
2024	319,139.09	18,496.05	7.92	0.00	300,645.66	296,224.02	4,421.64	17.13	0.00	0.00	0.00
		18,472.40	314,696.42	10.54	0.00	98.53 %	1.47 %			0.00	0.00
2023	306,817.86	5,382.55	8.07	714.18	302,141.42	300,555.81	1,585.61	4.25	0.00	0.00	0.00
		1,931.28	302,487.09	0.00	0.00	99.48 %	0.52 %			0.00	0.00
2022	282,613.76	527.62	4.71	1,149.32	283,230.75	282,072.29	1,158.46	0.00	0.00	0.00	0.00
		259.42	282,331.71	0.00	0.00	99.59 %	0.41 %			0.00	0.00
2021	279,707.75	120.21	7.80	649.23	280,228.97	279,560.20	668.77	0.00	0.00	0.00	0.00
		6.55	279,566.75	0.00	0.00	99.76 %	0.24 %			0.00	0.00
2020	303,748.51	4,144.30	5.50	0.00	299,598.71	299,308.06	290.65	0.00	0.00	0.00	0.00
		0.00	299,308.06	0.00	0.00	99.90 %	0.10 %			0.00	0.00
2019	301,458.76	3,159.01	6.21	2,333.01	300,686.15	299,616.51	1,069.64	0.00	0.00	0.00	0.00
		418.28	300,034.79	59.60	0.00	99.64 %	0.36 %			0.00	0.00
Sub.	**2,095,035.62**	**31,829.74**	**46.73**	**6,341.42**	**2,069,570.71**	**2,003,633.06**	**65,937.65**	**143,141.50**	**0.00**	**0.00**	**0.00**
		21,087.93	**2,024,720.99**	**70.14**	**0.00**	**96.81 %**	**3.19 %**			**0.00**	**0.00**
TAX DISTRICT: HENDERSONVILLE LEVY TYPE: TAX											
2025	16,706,936.03	26,223.26	2,558.82	23,127.09	16,746,436.25	14,019,118.54	2,727,317.71	5,595,280.08	501.80	2,380.97	127.68
		1,294.70	14,020,413.24	45,155.21	0.00	83.71 %	16.29 %			0.00	43,116.39
2024	16,053,485.41	12,085.14	199.47	0.00	16,046,619.04	15,996,428.37	50,190.67	32,839.85	554.93	0.00	0.00
		1,610.03	15,998,038.40	5,418.24	0.00	99.69 %	0.31 %			0.00	0.00
2023	13,941,515.71	63,224.03	1,440.39	7,407.24	13,899,227.11	13,874,082.75	25,144.36	430.78	522.91	0.45	0.00
		8,420.72	13,882,503.47	14,968.58	0.00	99.82 %	0.18 %			0.00	0.00
2022	11,026,379.84	28,277.86	123.85	42,582.44	11,049,502.03	11,034,380.76	15,121.27	108.53	53.13	0.00	0.00
		1,687.83	11,036,068.59	8,941.46	0.00	99.86 %	0.14 %			60.59	0.00
2021	10,768,355.48	128,822.08	5,678.08	15,069.08	10,663,536.89	10,654,447.31	9,089.58	0.00	0.00	0.00	0.00
		21,332.16	10,675,779.47	14,612.49	0.00	99.91 %	0.09 %			0.00	0.00
2020	9,991,000.95	75,671.96	5,397.09	3,391.98	9,942,338.25	9,936,025.10	6,313.15	0.00	0.00	0.00	0.00
		21,611.14	9,957,636.24	29,014.37	0.00	99.94 %	0.06 %			0.00	0.00
2019	9,872,500.92	113,803.96	179.49	34,770.99	9,796,357.37	9,782,209.87	14,147.50	0.00	0.00	0.00	0.00
		26,495.88	9,808,705.75	3,068.91	0.00	99.86 %	0.14 %			0.00	0.00
2011	0.00	0.00	31.95	31.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	100 %	0 %			0.00	0.00
2004	0.00	449.61	0.00	449.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	100 %	0 %			0.00	0.00
2001	8.06	0.00	0.00	0.00	8.06	8.06	0.00	0.00	0.00	0.00	0.00
		0.00	8.06	0.00	0.00	100 %	0 %			0.00	0.00
Sub.	**88,360,182.40**	**448,557.90**	**15,609.14**	**126,830.38**	**88,144,025.00**	**85,296,700.76**	**2,847,324.24**	**5,628,659.24**	**1,632.77**	**2,381.42**	**127.68**
		82,452.46	**85,379,153.22**	**121,179.26**	**0.00**	**96.77 %**	**3.23 %**			**60.59**	**43,116.39**
TAX DISTRICT: SEVENTH AVENUE LEVY TYPE: TAX											
2025	49,620.16	0.00	2.59	1,425.23	51,042.80	38,846.37	12,196.43	22,359.55	0.00	0.00	0.00
		0.00	38,846.37	0.00	0.00	76.11 %	23.89 %			0.00	0.00
2024	51,101.29	0.00	2.03	0.00	51,099.26	50,204.92	894.34	0.00	0.00	0.00	0.00
		0.00	50,204.92	0.00	0.00	98.25 %	1.75 %			0.00	0.00
2023	50,148.13	37.20	2.17	0.00	50,108.76	49,127.10	981.66	0.00	0.00	0.00	0.00
		0.00	49,127.10	0.00	0.00	98.04 %	1.96 %			0.00	0.00
2022	41,590.02	160.37	1.96	325.57	41,753.26	41,644.45	108.81	0.00	0.00	0.00	0.00
		0.00	41,644.45	0.00	0.00	99.74 %	0.26 %			0.00	0.00
2021	33,865.75	77.89	3.19	113.57	33,898.24	33,774.93	123.31	0.00	0.00	0.00	0.00
		79.45	33,854.38	0.00	0.00	99.64 %	0.36 %			0.00	0.00
2020	33,080.31	77.86	1.67	0.00	33,000.78	32,838.68	162.10	0.00	0.00	0.00	0.00
		77.86	32,916.54	0.00	0.00	99.51 %	0.49 %			0.00	0.00
2019	32,879.97	589.72	1.39	884.89	33,173.75	33,120.87	52.88	0.00	0.00	0.00	0.00
		0.00	33,120.87	0.00	0.00	99.84 %	0.16 %			0.00	0.00
Sub.	**292,285.63**	**943.04**	**15.00**	**2,749.26**	**294,076.85**	**279,557.32**	**14,519.53**	**22,359.55**	**0.00**	**0.00**	**0.00**
		157.31	**279,714.63**	**0.00**	**0.00**	**95.06 %**	**4.94 %**			**0.00**	**0.00**

Signature (Tax Collector) _____

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Justin Ward, Interim Fire Chief **MEETING DATE:** 01/07/2026

AGENDA SECTION: Presentations **DEPARTMENT:** Fire

TITLE OF ITEM: Introduction of employees who graduated from the fire academy on December 4, 2025

SUGGESTED MOTION(S):

N/A

SUMMARY:

Interim Chief Justin Ward will present the firefighters who successfully completed the fire academy on December 4th, 2025. These positions were authorized by City Council in January 2025. Three of these members have been assigned to a shift to support daily operations, while one will continue to obtain his Emergency Medical Technician certification and will complete this in March of this year.

BUDGET IMPACT: $ TBD

Is this expenditure approved in the current fiscal year budget? NA

If no, describe how it will be funded. NA

ATTACHMENTS: None

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Krystal Powell **MEETING DATE:** 1/7/2026

AGENDA SECTION: Presentations **DEPARTMENT:** Finance

TITLE OF ITEM: Fiscal Year 2025 Audit Presentation – *Krystal Powell, Finance Director*

SUGGESTED MOTION(S):

NA

SUMMARY:

Travis Keever with Gould Killian CPA Group will present the Fiscal Year 2025 Audit.

BUDGET IMPACT: $

Is this expenditure approved in the current fiscal year budget? NA

If no, describe how it will be funded. NA

ATTACHMENTS:

FY2025 Annual Comprehensive Financial Report (ACFR) - Draft

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Brian Pahle, Deputy City Manager

MEETING DATE: January 7th, 2026

AGENDA SECTION: Presentations

DEPARTMENT: Administration

TITLE OF ITEM: Leading For Results Graduate Recognition – *Brian Pahle, Deputy City Manager*

SUGGESTED MOTION(S):

N/A

SUMMARY:

An agenda item to recognize Adam Murr for graduating from the UNC School of Government Leading for Results - Fellows program.

BUDGET IMPACT: $

Is this expenditure approved in the current fiscal year budget? N/A

If no, describe how it will be funded. N/A

ATTACHMENTS:

N/A

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Caitlyn Gendusa, Sustainability Manager

MEETING DATE: 02/05/2026

AGENDA SECTION: PRESENTATIONS

DEPARTMENT: Public Works

TITLE OF ITEM: Environmental Sustainability Board's Hendo Green Partnership Program

SUGGESTED MOTION(S):

N/A

SUMMARY:

The Environmental Sustainability Board has started a new program called the Hendo Green Partnership which is an opportunity for small, local businesses/organizations to showcase their commitment to a greener future through sustainable business practices.

BUDGET IMPACT: **None, there is no match required.**

Is this expenditure approved in the current fiscal year budget? N/A

If no, describe how it will be funded. N/A

ATTACHMENTS:

N/A

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY
PLANNING DIVISION

SUBMITTER: Sam Hayes

MEETING DATE: January 7th, 2026

AGENDA SECTION: New Business

DEPARTMENT: Community Development

TITLE OF ITEM: Rezoning: Conditional Zoning District – LEO at Hendersonville (25-48-CZD) – *Sam Hayes – Planner II*

SUGGESTED MOTION(S):

For Recommending Approval:

I move City Council **adopt** an ordinance amending the official zoning map of the City of Hendersonville changing the zoning designation of the subject property (PIN: 9569-22-9206) from R-15 to PRD-CZD, Planned Residential Development – Conditional Zoning District, for the construction of 180 duplexes and townhomes based on the master site plan and list of conditions [dated 12/19/25] submitted by and agreed to by the applicant and presented at this meeting and subject to the following:

1. The development shall be consistent with the site plan, including the list of applicable conditions contained therein, and the following permitted uses

Permitted Uses:

1. 180 Residential dwellings – two, three, and four-family

***[for amendments to uses or conditions discussed and agreed upon in the Council meeting (between City & Developer) and not yet represented on the site plan, please use the following language**. Disregard #2 if not needed]*

2. Permitted uses and applicable conditions presented on the site plan shall be amended to include:

3. [2.] The petition is found to be inconsistent with the City of Hendersonville Gen H 2045 Comprehensive Plan based on the information from the staff analysis and the public hearing, and because:

For Recommending Denial:

I move City Council **deny** an ordinance amending the official zoning map of the City of Hendersonville changing the zoning designation of the subject (PIN: 9569-22-9206) from R-15 to PRD-CZD, Planned Residential Development – Conditional Zoning District, based on the following:

1. **The petition is found to be inconsistent with the City of Hendersonville Gen H 2045 Comprehensive Plan based on the information from the staff analysis and the public hearing, and because:**

   The petition proposes duplexes, triplexes, and quadplexes that are not consistent with the Future Land Use designation of Family/Neighborhood Living, which is intended to support lower-intensity, neighborhood-scale development. The proposal also fails to incorporate a conservation design—typically expected as a tradeoff for smaller lot sizes or increased density—because the development requires extensive grading that significantly alters the site's natural topography. The scale of grading and overall design are not compatible with the character of adjacent developments.

2. **We do not find this petition to be reasonable and in the public interest based on the information from the staff analysis, public hearing and because:**

   1. The proposed development does not provide adequate site access for emergency services and lacks interconnectivity.

The petition proposes duplexes, triplexes, and quadplexes that are not consistent with the Future Land Use designation of Family/Neighborhood Living, which is intended to support lower-intensity, neighborhood-scale development. The proposal also fails to incorporate a conservation design—typically expected as a tradeoff for smaller lot sizes or increased density—because the development requires extensive grading that significantly alters the site's natural topography. The scale of grading and overall design are not compatible with the character of adjacent developments. **4. [3.] We find this petition to be reasonable and in the public interest based on the information from the staff analysis, public hearing and because:** 1. The addition of 180 units supports the City's goal of increasing the overall housing supply. 2. The proposed development utilizes existing infrastructure and aligns with the City's objective to encourage infill development. 3. The project incorporates "missing middle housing" principles by offering a range of housing sizes, consistent with the City's goal to provide diverse housing options for a variety of residents. 4. The proposed development is in alignment with the surrounding developments. **5. [4.] Furthermore, we propose to amend the Character Area of the subject property on the Gen H Comprehensive Plan Future Land Use and Conservation Map to that of 'Multi-Generational Living."** **[DISCUSS & VOTE]**	2. The proposed development is incompatible with the surrounding developments. 3. The subject property is not conducive to the intensity of proposed grading, which will significantly alter the natural environment of the site, and could negatively impact some of the neighboring properties. **[DISCUSS & VOTE]**

SUMMARY: *The City of Hendersonville has received an application for a Conditional Rezoning from Scott Weathers of Advenir Azora Development (Applicant) and Jeffrey Justus (Owner). The request is to rezone the property located at 1741 Haywood Road (PIN 9569-22-9206) from R-15 Medium Density Residential to PRD-CZD (Planned Residential Development – Conditional Zoning District) to allow for the construction of a 180-unit residential project. The proposed development includes a mix of duplexes, triplexes, and quadplexes.*

At its December 11 meeting, the Planning Board recommended denial of the proposed plan. The Board's primary concerns centered on the extent of grading required and the resulting impacts on the site. Additional concerns were raised regarding the absence of a secondary access point, though such access is not required by ordinance, as well as the project's overall compatibility and impact on the surrounding community.

PROJECT/PETITIONER NUMBER:	25-48-CZD
PETITIONER NAME:	• Scott Weathers, Advenir Azora Development, applicant • Jeffrey Justus, Property Owner
ATTACHMENTS:	1. Staff Report 2. Planning Board Summary 3. Traffic Impact Analysis (TIA) 4. TIA City Traffic Consultant Review 5. Comprehensive Plan Review 6. Neighborhood Compatibility Summary 7. Proposed Zoning Map 8. Proposed Future Land Use Map 9. Draft Ordinance 10. Application

REZONING: CONDITIONAL REZONING –LEO AT HENDERSONVILLE (25-48-CZD)

CITY OF HENDERSONVILLE - COMMUNITY DEVELOPMENT STAFF REPORT

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PROJECT SUMMARY

- Project Name & Case #:
  - LEO at Hendersonville
  - 25-48-CZD
- Applicant & Property Owner:
  - Advenir Azora Development (Scott Weathers) [Applicant]
  - Jeffrey Justus [Owner]
- Property Address:
  - 1741 Haywood Road
- Project Acreage:
  - 21.25
- Parcel Identification (PIN):
  - 9569-22-9206
- Current Parcel Zoning:
  - R-15 Medium Density Residential
- Future Land Use Designation:
  - Family Neighborhood Living
- Requested Zoning:
  - PRD-CZD Planned Residential Development – Conditional Zoning District
- Requested Future Land Use Designation:
  - Multi-Generational Living
- Requested Uses:
  - Residential dwellings, two, three, and four-family
- Neighborhood Compatibility Meeting(s):
  - June 30th, 2025 – City Hall
  - August 19th, 2025 – Blue Ridge Community College
- Planning Board Meeting
  - December 11th, 2025
  - 6-0 motion to recommend denial



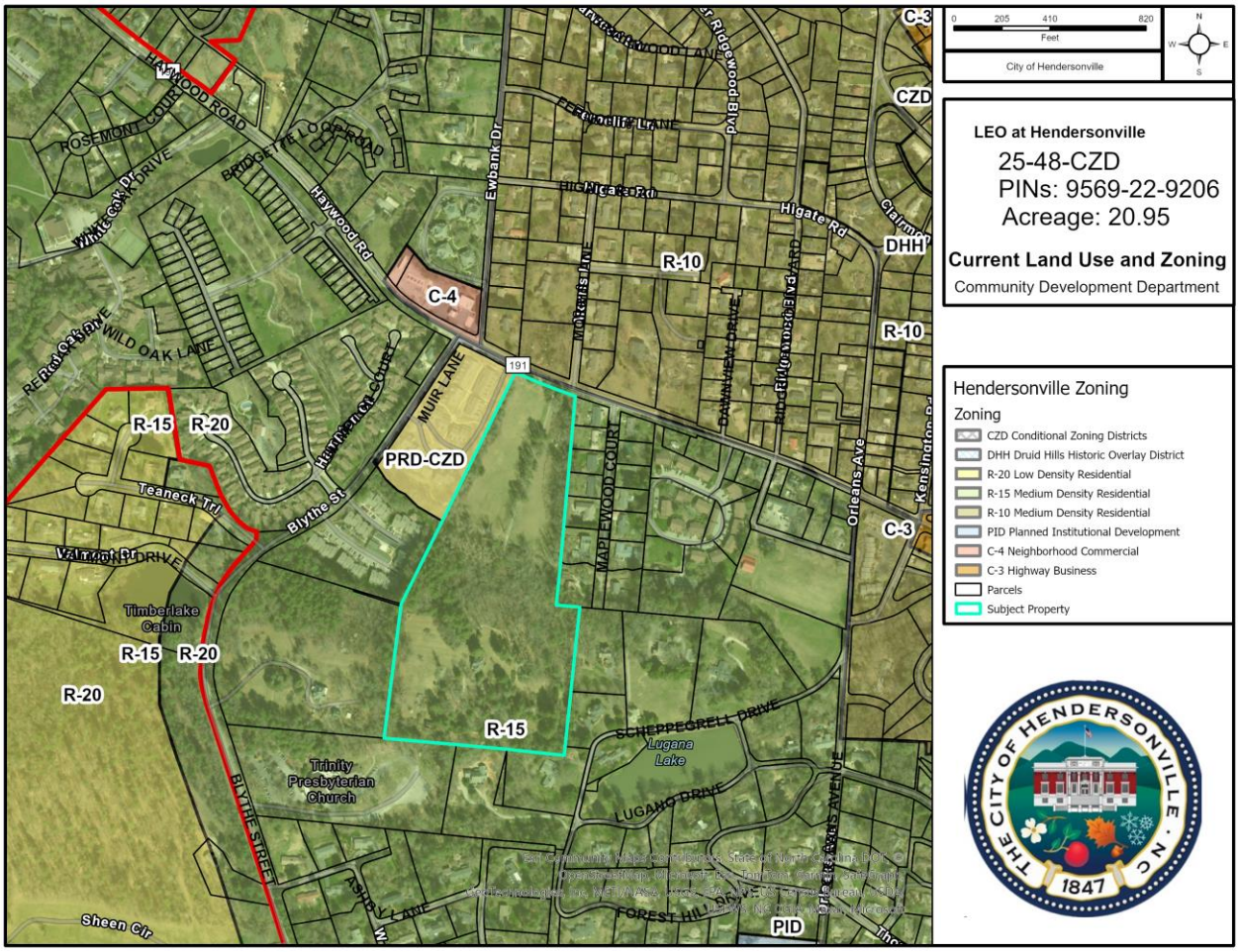
SITE VICINITY MAP

The City of Hendersonville has received an application for a Conditional Rezoning from Scott Weathers of Advenir Azora Development (Applicant) and Jeffrey Justus (Owner). The request is to rezone the property located at 1741 Haywood Road (PIN 9569-22-9206) from R-15 Medium Density Residential to PRD-CZD (Planned Residential Development – Conditional Zoning District) to allow for the construction of a 180-unit residential project. The proposed development includes a mix of duplexes, triplexes, and quadplexes.

At its December 11 meeting, the Planning Board recommended denial of the proposed plan. The Board's primary concerns centered on the extent of grading required and the resulting impacts on the site. Additional concerns were raised regarding the absence of a secondary access point, though such access is not required by ordinance, as well as the project's overall compatibility and impact on the surrounding community.

EXISTING ZONING & LAND USE

City of Hendersonville Current Zoning & Land Use Map



The subject property consists of 21.25 acres located off Haywood Road (NC-191). It is primarily open space, with a historic home and several outbuildings—dating back to the early 1900s—situated on the southern portion of the parcel. The property is surrounded on three sides by R-15 zoning.

Immediately to the east is a small neighborhood of ranch and split-level homes along Maplewood Court. The southeastern portion is bordered by large-lot single-family homes. To the southwest lies the property of Trinity Presbyterian Church. The western edge of the site includes another early 1900s single-family home and two townhome developments, one of which sits at the northwestern corner of the property and is zoned PRD-CZD.

To the north, the zoning shifts to R-10, which includes a mix of single-family homes and several townhome developments. As you travel further west along Haywood Road, residential density increases with newer development patterns.

Many of the projects along Haywood Road are zoned R-15 but utilized a predecessor to PRD known as PUD (Planned Unit Development), which allowed the projects to be constructed by-right.

SITE IMAGES



View looking west along frontage of property.

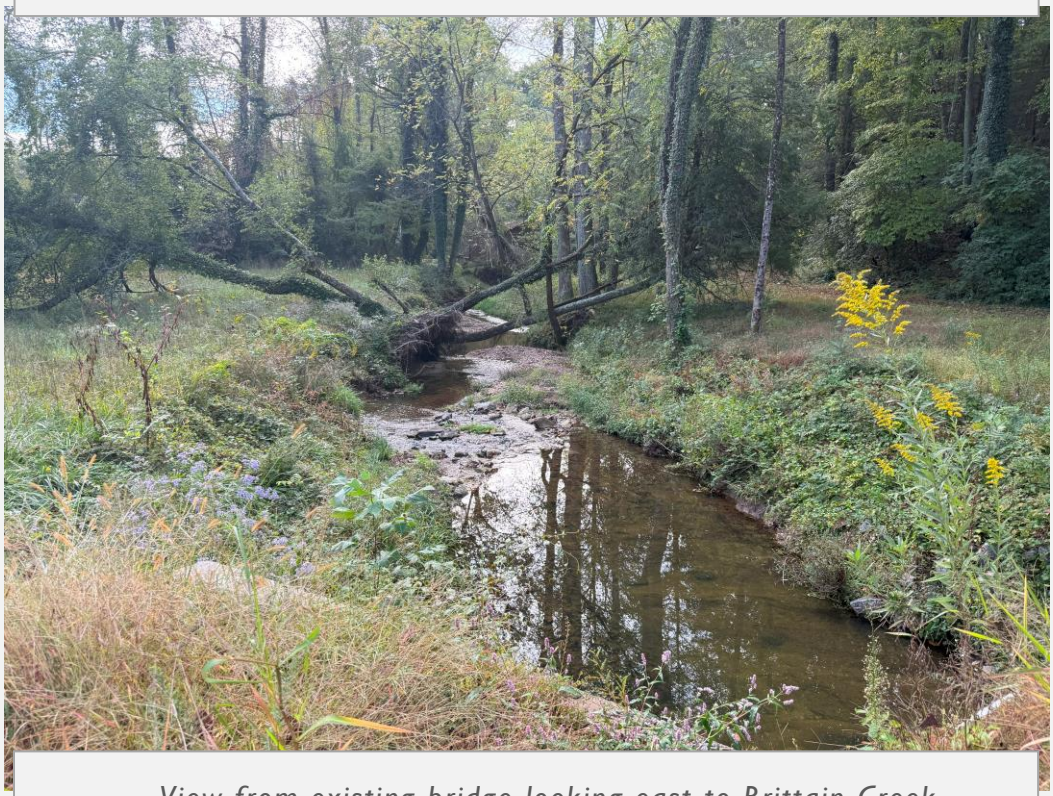


View looking south onto property from Haywood Road.

SITE IMAGES



Stream/ditch proposed to be piped by the developer. The stream runs along the eastern portion of the property.



View from existing bridge looking east to Brittain Creek.

SITE IMAGES



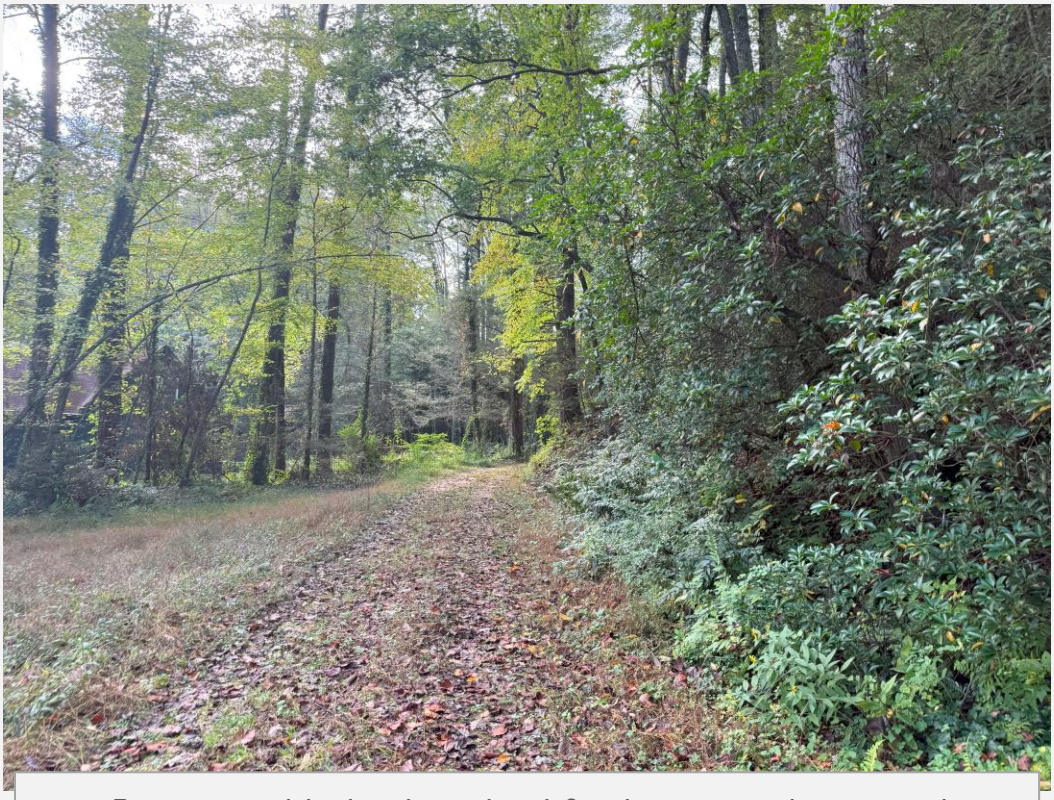
View from existing bridge looking west to Brittain Creek.



View south from Brittain Creek.

.

SITE IMAGES



Existing road bed to be utilized for the new road running along the southeastern portion of the property.



View of adjacent property to the SE. A home sits beyond the tree line.

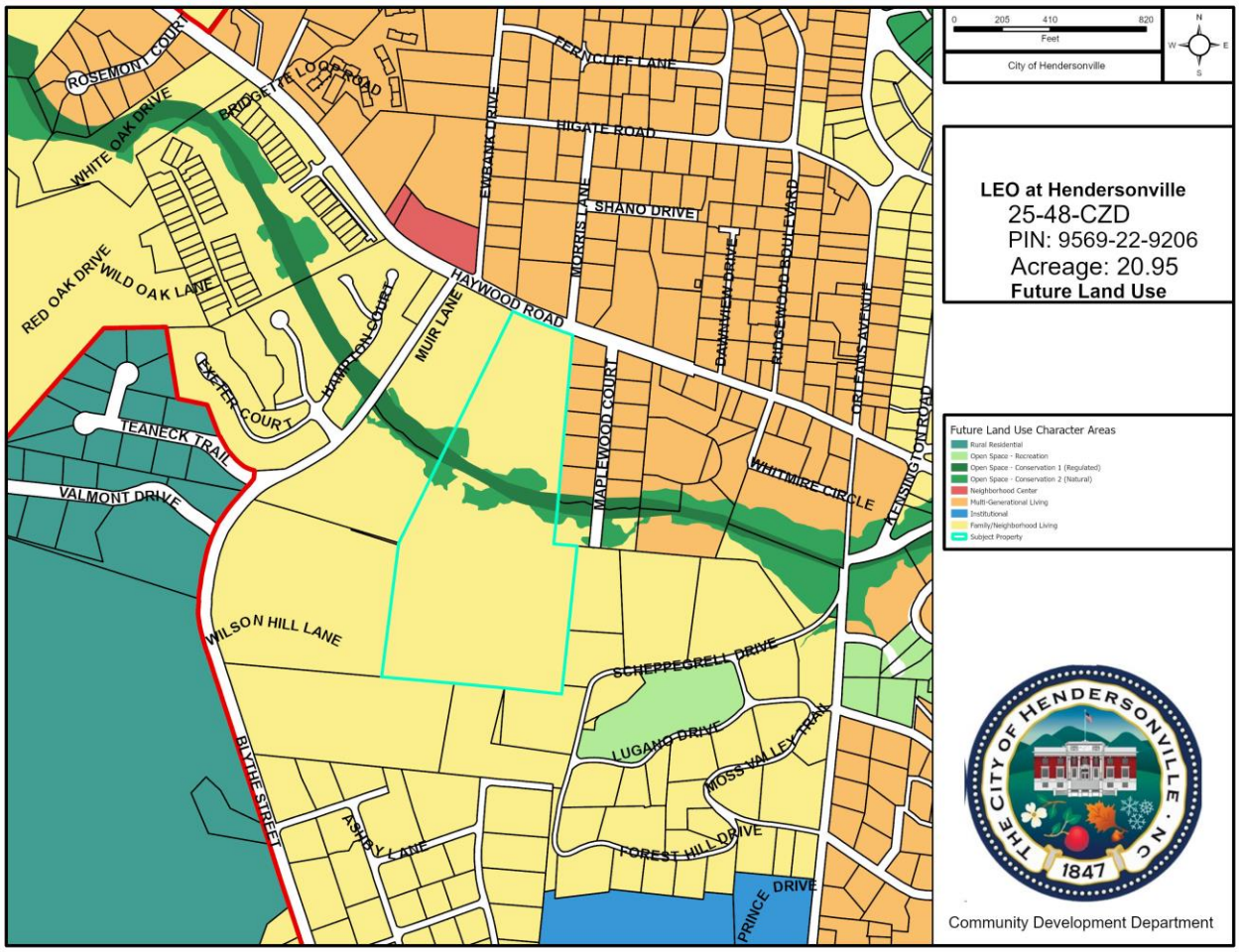


Historic home dating to 1906 on the southern portion of the property.



Field on southern portion of property. One of the proposed stub-outs is proposed to go to the property line at the edge of the tree line in this photo.

FUTURE LAND USE



City of Hendersonville Future Land Use M

The subject property is designated as Family/Neighborhood Living (FNL) on the Future Land Use Map. The developer is requesting a change to Multi-Generational Living (MGL). While the property is primarily surrounded by areas designated as FNL, there is a small area of MGL at its northeastern corner moving towards downtown. Properties on the northern side of Haywood Road are also designated MGL.

A stream runs through the property, and the Future Land Use map identifies this area as open space.

PROPOSED REQUEST DETAILS

Site Plan Summary:

- Proposed Uses:
  - 180 Residential dwellings, two, three, and four-family

- Building:
  - 180 Units Total
    - Duplex (1 BR and 2BR) – 728 sf – 30
    - Stacked Duplex (1 BR) – 624 sf – 8 (4 below, 4 above)
    - Duplex (1 BR and 2 BR) – 1,064 sf – 30
    - Duplex (2 BR and 2 BR) – 1,064 sf – 4
    - Townhomes (2 BR) – 1,152 sf – 44
    - Townhomes (2 BR) – 1,365 sf – 20
    - Townhomes (3 BR) – 1,430 sf – 44
  - Building Coverage: 3.58 acres
  - 8.47 units per acre
  - 5.74 units per acre utilizing City's new ½ unit calculation for units under 1,200 sf
  - 122 units on the upper (southern) portion of the site.
  - 58 units on the lower (northern) portion of the site.

- Site Coverage:
  - Open space – 13.5 acres
  - Streets and Parking – 3.75 acres
  - Stormwater Detention - .42 acres
  - Wetlands - .4 acres
- Site Access
  - The site will have one access point off of Haywood Road. See TIA Analysis for more information on mitigation required at this access.
  - Two stub-outs are provided on the southern and southwestern part of the property. These will be provided to the property line and will be designated for possible future connections.
  - All roads on the property will be private. However, the main access road must be constructed to public street standards per section 5-14-4.4 of the zoning ordinance.
- Sidewalk
  - There is an existing sidewalk on Haywood Road.
  - The developer will establish internal sidewalks throughout the site. The internal sidewalks will connect to the sidewalk on Haywood Road.
- Parking
  - The developer is required to provide 202 parking spaces. They have proposed 330 spaces, including in-garage spaces.
- Natural Resources
  - The developer has proposed providing a greenway trail easement through the property.

- Subject property has both 100 year and 500 year floodplain running through the middle of the property. No construction is proposed within the floodplain with the exception of the construction of a bridge across the stream.
- A portion of stream on the northeastern edge of the property will be piped.
- Applicant has proposed a condition related to the transitional buffer requirements of the stream buffer ordinance for a portion of the stream on the eastern portion of the property. This is to allow for the placement of units.
- The portion of the site plan on the southern side of the stream includes significant grading. Several retaining walls are proposed along the site, however, several of the retaining walls have been decreased in size since the project was first presented at Planning Board.

- Landscaping and Tree Preservation
  - Requirements:
    - Common and open space plantings
    - Bufferyard – 8' Type A Plantings
    - Vehicular Use Area Plantings
    - Street Trees
  - Tree Canopy Preservation
    - Total required for Tier I and II Tree Save – 105,070 sf
    - Total provided – 162,736 sf
    - Most of the tree canopy will be preserved in the center of the site along the stream corridor, as well as on the eastern edge of the property.

DEVELOPER-PROPOSED CONDITIONS:

- Minimum 25' building setback throughout the perimeter of the property.
- A minimum of 40% of the existing tree canopy will be preserved.
- The site will maintain a minimum of 55% open space.
- The site will maintain a minimum of 16% common open space.
- All exterior walls will have at least one window or doorway per floor. The garage bays are excluded from this requirement.
- All units will include a private fenced backyard.
- All open space and amenities will be professionally managed and maintained in perpetuity by the property owner.
- Transitional stream buffer shall be reduced to 0' for the area indicate below in the preliminary site plan.
- A maximum road slope of 12% is permitted for access road to the back phase of the project as noted on the preliminary site plan.
- The developer will either provide a secondary emergency access point or will provide fire sprinklers in every building/unit.
- Developer shall construct a greenway trail in coordination with the planning department and subsequently dedicate an easement to the city that is 50' wide for the location of the greenway trail. Utility infrastructure, roadways, and pedestrian pathways will be permitted within the 50' easement.
- The developer shall construct a westbound left turn lane on Haywood road at the site access with at least 50 feet of storage. The final design shall be done in coordination with NCDOT.
- The developer shall construct an eastbound right turn lane on Haywood road at the site access with at least 50 feet of storage. The final design shall be done in coordination with NCDOT.
- Fencing or other appropriate safety measures shall be installed at the top of every retaining wall greater that 30" in height.
- Stormwater features will be constructed to the 25-year storm level.

OUTSTANDING ISSUES & CITY PROPOSED CONDITIONS:

COMMUNITY DEVELOPMENT

Site Plan Comments:

- The site plan accompanying this petition meets the standards established by the Zoning Ordinance for Planned Institutional Developments (5-21) (minus any developer proposed conditions).
    - No additional comments

Proposed City-Initiated Conditions:

DEVELOPMENT REVIEW COMMITTEE COMMENTS:

The Development Review Committee consists of the following Departments/Divisions and Agencies: Engineering, Water/Sewer, Fire Marshal, Stormwater Administration, Floodplain Administration, Public Works, NCDOT, Henderson County Soil & Erosion Control and the City's Traffic Consultant. While all pertinent members of the DRC reviewed this project, staff have provided only the relevant/outstanding comments / conditions below:

Public Works:

- Trash will need to be handled by City of Hendersonville. Concierge trash pickup proposed by developer is not allowed per-City ordinance. (To be resolved at Final Site Plan)
- Determination on whether the water/sewer lines need to be public and whether they can utilize a master meter. (To be resolved at Final Site Plan)

TRANSPORTATION CONSULTANT (KIMLEY HORN)

TIA Comments:

- The Traffic Impact Analysis for the development was submitted on September 15th, 2025. Below are the review comments from the City Traffic Consultant regarding the TIA. The primary feedback on the initial TIA focused on the necessity for turn lane warrants at unsignalized intersections. These comments have been forwarded to the development team and their transportation engineer, who is currently addressing them to prepare version 2 of the TIA. We are awaiting this revised version, which will undergo review by Kimley Horn.
- The expected **new** trip generation for the proposed development is as follows:
  - 1,321 Daily Trips
  - 88 AM Peak Hour Trips
  - 104 PM Peak Hour Trips

TIA Proposed Mitigation (both have been incorporated as conditions by the applicant):

- Right Turn Lane Warrant
  - The right-turn lane warrants note that the opposing right turn lane is default 100 vph, while the note in the top right corner of the warrants state that the right urn should be 100 vph as a MINIMUM, not the default. With this revision in place, it is expected that a right turn-lane with 50' storage would be warranted at the site access.
- Support of the Left Turn Lane
  - The consultant supported the following recommendation from the TIA, "Construct a westbound left turn lane on Haywood Road at the site access with at least 50 feet of storage. Final design to be coordinated with NCDOT."

SECOND ACCESS REQUIREMENTS

No Second Access Required:

- Because this project is *not* proposing to subdivide any of the property, the developer is exempt from requirements in the City's subdivision ordinance. One of these requirements, Section 4.03 – Street, Table

4.03.C.3: Required Points of Access, requires a second access for a subdivision with 31 or more residential lots. However, the applicant would be exempt from this portion of the ordinance through section 4.03.c.d.ii:

> D. Development shall be exempted from these standards if it is demonstrated the following conditions apply:
>
> i. transportation impact analysis allows a deviation;
>
> ii. No other street access points can be located due to existing lot configurations, absence of connecting streets, environmental, or topographic constraints;
>
> iii. NCDOT will not authorize the required number of entrances; or
>
> iv. Alternative access can be provided in a manner acceptable to the city that is supported by a transportation impact analysis.

- With the revisions to our Planned Residential Development zoning ordinance, the developer is required to provide stub-outs, which is a continuation of the road to the property line to provide a potential connection point if the road was ever extended. The developer has proposed two stub-outs, one going to the south of the property and one going to the east.

Fire and Emergency Vehicle Access

- The City's fire marshal reviewed the plans for the project and determined that one of two options would satisfy the fire requirements for this project. The developer could provide a second access onto the site, or they could use sprinkler systems throughout all the buildings. The developer is currently proposing sprinkler systems in all buildings.
- The fire marshal has also agreed to allowing an increased grade of 12% (from the 10% standard).

REZONING ANALYSIS – GENERAL REZONING STANDARDS (ARTICLE 11-4)

GENERAL REZONING STANDARDS	
1) COMPREHENSIVE PLAN CONSISTENCY	**LAND SUPPLY, SUITABILITY & INTENSITY** The subject property is noted as being "underdeveloped" on the Land Supply Map. The subject property is "most suitable" on the Land Suitability Map. The subject property is classified as being suitable for "low-intensity" development on the Development Intensity Map.
	FUTURE LAND USE & CONSERVATION MAP **Character Area Designation:** Family/Neighborhood Living **Character Area Description:** Somewhat Inconsistent **Zoning Crosswalk:** Consistent **Focus Area Map:** N/A **Developer Requested Future Land Use Designation** **Character Area Designation:** Multi-Generational Living **Character Area Description:** Consistent **Zoning Crosswalk:** Consistent
2) COMPATIBILITY	**Whether and the extent to which the proposed amendment is compatible with existing and proposed uses surrounding the subject property**
	The proposed development is located in a transition area from urban downtown Hendersonville to rural county. Stretching along Haywood Road are a number of subdivision that were established at various period throughout history. To the east and north are primarily single family subdivisions, while to the west there are primarily duplexes and townhomes. This development primarily features duplexes and town homes, which is compatible with the developments to the west, however, the density is less compatible with properties to the east. Additionally, the large amount of grading on the site has a severe impact on adjacent properties and is incompatible with the types of development on some sides of the subject property.
3) Changed Conditions	**Whether and the extent to which there are changed conditions, trends or facts that require an amendment -**
	The subject property was previously proposed for development as a multi-family apartment building project. The project was withdrawn, and this is the latest iteration of the project. There have been some changes to the ordinance, and the City's comprehensive plan was updated.
4) Public Interest	**Whether and the extent to which the proposed amendment would result in a logical and orderly development pattern that benefits the surrounding neighborhood, is in the public interest and promotes public health, safety and general welfare -**

	The proposed development does emulate surrounding developments along Haywood Road. The proposed transportation mitigation would decrease the negative impact on Haywood Road. The large amount of grading on the site does negatively impact the environmental health of the site overall, and has the potential to impact adjacent properties.
5) Public Facilities	**Whether and the extent to which adequate public facilities and services such as water supply, wastewater treatment, fire and police protection and transportation are available to support the proposed amendment**
	The site will be served by public utilities. The developer is currently proposing the water/sewer lines on the property to be private. The sewer lines would likely need to be public, but this is something that will be resolved at final site plan.
6) Effect on Natural Environment	**Whether and the extent to which the proposed amendment would result in significantly adverse impacts on the natural environment including but not limited to water, air, noise, storm water management, streams, vegetation, wetlands and wildlife -**
	The site overall presents a moderate to high impact on the natural environment. As previously mentioned, significant grading is required, which necessitates the construction of several retaining walls throughout the property. While the developer is generally complying with the City's stream buffer protections, there is one exception: a condition has been included to reduce the 20-foot transitional buffer to 0 feet along a small portion of the stream on the eastern side of the site plan. The applicant is seeking to mitigate some of the harmful impacts through the preservation of a larger amount of tree canopy than required by ordinance. These trees are primarily concentrated in a wetlands portion of the property running along Brittain Creek.

DRAFT COMPREHENSIVE PLAN CONSISTENCY AND REZONING REASONABLENESS STATEMENT

The petition is found to be **inconsistent** with the City of Hendersonville Gen H 2045 Comprehensive Plan based on the information from the staff analysis and the public hearing, and because:

The petition proposes duplexes, triplexes, and quadplexes that are not consistent with the Future Land Use designation of Family/Neighborhood Living, which is intended to support lower-intensity, neighborhood-scale development. The proposal also fails to incorporate a conservation design—typically expected as a tradeoff for smaller lot sizes or increased density—because the development requires extensive grading that significantly alters the site's natural topography. The scale of grading and overall design are not compatible with the character of adjacent developments.

We **[find/do not find]** this petition to be reasonable and in the public interest based on the information from the staff analysis and the public hearing, and because:

DRAFT [Rationale for Approval]

- *The addition of 180 units supports the City's goal of increasing the overall housing supply.*
- *The proposed development utilizes existing infrastructure and aligns with the City's objective to encourage infill development.*
- *The project incorporates "missing middle housing" principles by offering a range of housing sizes, consistent with the City's goal to provide diverse housing options for a variety of residents.*
- *The proposed development is in alignment with the surrounding developments.*

DRAFT [Rational for Denial]

- *The proposed development does not provide adequate site access for emergency services and lacks interconnectivity.*
- *The proposed development is incompatible with the surrounding developments.*
- *The grading of the proposed development will significantly alter the natural environment of the site and significantly impact some adjoining neighbors.*

PLANNING BOARD RECOMMENDATION
LEO AT HENDERSONVILLE (25-48-CZD)
MEETING DATE: DECEMBER 11TH, 2025

PETITION REQUEST: Rezoning: Planned Residential Development – Conditional Zoning District (PRD-CZD)

APPLICANT/PETITIONER: Scott Weathers – Advenir Azora Development [Applicant] & Jeffrey Justus [Property Owner]

PLANNING BOARD ACTION SUMMARY:

The Planning Board voted 6-0 to recommend **denial** of this petition and adopted the following motion:

PLANNING BOARD MOTION:

Ms. Gilgis moved the Planning Board recommend City Council to deny an ordinance amending the official zoning map of the City of Hendersonville, changing the zoning designation of the subject PIN number, or PIN 9569-22-9206 from R-15 to PRDCZD, Planned Residential Development. Conditional Zoning District based on the following.

The petition is found to be inconsistent with the City of Hendersonville's Gen H 2045 Comprehensive Plan based on the information from the staff analysis and the public hearing.

Because the petition proposes duplexes, triplexes and quadplexes, which does not align with Future Land Use designation of Family Neighborhood Living.

2. We do not find this petition to be reasonable and in the public interest based on the information from the staff analysis, public hearing, and because:

1. The proposed development does not provide adequate site access for emergency services and lacks interconnectivity.

2. The proposed development is incompatible with the surrounding developments.

3. The subject property is not conducive to the intensity of proposed grading, which will significantly alter the natural environment on the site, and could negatively impact some of the neighborhood property.

Ms. Rippy seconded the motion which passed unanimously (6-0).

OVERVIEW OF BOARD DISCUSSION FROM MEETING MINUTES

The Planning Board convened on this project for **2 hours**.

Planning staff presented the revised Conditional Zoning District application for the LEO at Hendersonville project, noting that the Board had previously reviewed the request two months earlier and that the current review focused solely on changes made since that time. The proposal involves 180 residential units on Haywood Road, with existing R-15 zoning and a requested rezoning to a Planned Residential Development Conditional Zoning District (PRD-CZD).

Staff highlighted revisions to the site plan, particularly the reduction and relocation of several retaining walls. Walls along the perimeter were lowered in height and moved farther from property lines, with one retaining wall reduced from approximately 40 feet to 8 feet. Roadway slopes were adjusted to allow a maximum 12% grade with Fire Marshal approval, which contributed to reduced wall heights. A former stormwater retention pond area was reconfigured to open space with relocated units, and the amenity area was consolidated to increase usable open space.

Staff noted that the City's sole proposed condition requires certain retaining walls to be set back at least 25 feet from property lines, which the revised plan satisfies. Despite these changes, staff concluded that the proposal remains inconsistent with the Comprehensive Plan, citing the Future Land Use designation of Family Neighborhood Living and the inclusion of duplexes, triplexes, and quadplexes, as well as the absence of a conservation design tradeoff for reduced lot sizes. Draft rationales for both approval and denial were included in the staff report.

The applicant and development team stated that the project was redesigned in response to Planning Board and staff feedback, emphasizing reductions in retaining wall heights, increased setbacks, expanded open space, and enhanced tree preservation. The developer argued that the proposal provides fewer units and lower density than what could be constructed by right under R-15 zoning, while preserving significantly more open space and tree canopy.

The developer highlighted that the project would include approximately 5.7 units per acre, preserve over 60% open space, and retain approximately 45% of existing trees—exceeding ordinance minimums. They emphasized clustering development to reduce environmental impacts, protect wetlands, and maintain a large central ecological corridor. The developer also described traffic improvements required by the approved Traffic Impact Analysis, noting that NCDOT and the City's third-party traffic engineer found minimal traffic impacts and required only turn-lane improvements along Haywood Road.

Additional topics addressed included emergency access, stormwater management exceeding minimum standards, provision of pedestrian connections and greenway dedication, and consistency with the goals and guiding principles of the Gen H Comprehensive Plan. The developer asserted that the project represents a context-sensitive transition between surrounding developments and warned that denial could result in a more intensive by-right development with fewer environmental protections.

OVERVIEW OF BOARD DISCUSSION FROM MEETING MINUTES CONT

PUBLIC COMMENTS:

Numerous residents and representatives of nearby neighborhoods spoke in opposition to the revised proposal. Speakers generally stated that the changes did not address the Planning Board's original reasons for denial, particularly concerns related to density, compatibility with surrounding single-family neighborhoods, and consistency with the Comprehensive Plan.

Public comments raised concerns about traffic safety along Haywood Road, emergency access on steep internal roads, school impacts, stormwater runoff, erosion, and the visual and environmental impacts of large retaining walls. Several speakers emphasized the site's steep topography and argued that substantial grading would still be required despite revisions. Others criticized the proposal's approach to tree preservation, stating that mature hardwoods would be removed while only trees within regulated areas would remain.

Multiple commenters asserted that the proposed unit density represents a significant and incompatible increase compared to adjacent neighborhoods and that the development would fundamentally alter neighborhood character and quality of life. Speakers urged the Planning Board to reaffirm its prior unanimous recommendation for denial.

BOARD ACTION:

Motion:

- Kyle Gilgis

Second:

- Lauren Rippy

Yeas:

- None

Nays:

- Donna Waters, Jim Robertson (Chair), David McKinley, Laura Flores, Kyle Gilgis, Lauren Rippy

Absent: Bob Johnson, Betsey Zafra, Tamara Peacock (Vice-Chair), Mark Russell

Recused: None

TRAFFIC IMPACT ANALYSIS

LEO Haywood Cottages

Hendersonville, North Carolina

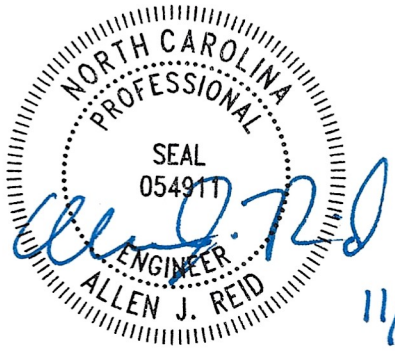
NOVEMBER 12, 2025

IMPACT DESIGNS, INC.
Prepared by: Allen J. Reid, PE

TRAFFIC IMPACT ANALYSIS

LEO Haywood Cottages

HENDERSONVILLE, NORTH CAROLINA



11/12/25

REPORT PREPARED FOR:
SeamonWhiteside
701 Easley Bridge Road, Suite 6060
Greenville, SC 29611

REPORT PREPARED BY
Impact Designs, Inc.
PO Box 3728
Mooresville, NC 28117
nick@impactdesignsinc.com

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C) Turn Lane Warrant Analysis

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F) Pedestrian Analysis Reports

G) Signal Information

EXECUTIVE SUMMARY

A traffic impact study was conducted for the proposed LEO Haywood Cottages development in accordance with NCDOT guidelines. The proposed development is located on the south side of Haywood Road (NC 191), east of Blythe Street, in Hendersonville, North Carolina. The development is expected to consist of 180 single family attached homes and would be completed by the end of 2028. Access to the site is to be provided via a full movement access on Haywood Road.

The study was determined through coordination with NCDOT and the City of Hendersonville and consists of the following intersections:

- Asheville Highway (US 25 Business) and Haywood Road (NC 191)
- Haywood Road (NC 191) and Blythe Street
- Brevard Road/6th Avenue West (US 64) and Blythe Street
- Haywood Road (NC 191) and Ewbank Drive
- Haywood Road (NC 191) and Morris Lane
- Haywood Road (NC 191) and Ridgewood Boulevard / Whitmire Circle
- Haywood Road (NC 191) and Orleans Avenue
- Haywood Road (NC 191) and N. Justice Street
- Haywood Road (NC 191) and Site Access

For the purpose of this analysis, the study intersections listed above were analyzed under the following scenarios:

- Existing (2024) Conditions
- No-Build (2028) Conditions
- Build (2028) Conditions

Traffic operations during the AM and PM peak hours were modeled for each scenario. The results of each scenario were compared to determine impacts from background traffic growth and the proposed development.

Recommendations:

- Construct a westbound left turn lane on Haywood Road at the site access with at 100 feet of full width storage. Final design to be coordinated with NCDOT during permitting.
- Construct an eastbound right turn lane on Haywood Road at the site access with 75 feet of full width storage. Final design to be coordinated with NCDOT during permitting.

1. INTRODUCTION

The purpose of this report is to summarize the traffic impact analysis that was completed for the proposed LEO Haywood Cottages development in Hendersonville, North Carolina. The study was developed in accordance with NCDOT guidelines. The purpose of the study is to determine the potential impact to the surrounding transportation system caused by the traffic generated by the development. This report summarizes the procedures and findings of the traffic impact study.

1.1. Project Summary

The proposed development is located on the south side of Haywood Road, east of Blythe Street, in Hendersonville, North Carolina. The development is expected to consist of 180 single family attached units and would be completed by the end of 2028. This traffic impact study analyzes the effects of the additional traffic associated with the proposed development during the weekday AM (7:00 AM - 9:00 AM) and the weekday PM (4:00 PM - 6:00 PM) peak periods. The study area for the purpose of the analysis includes:

- Asheville Highway (US 25 Business) and Haywood Road (NC 191)
- Haywood Road (NC 191) and Blythe Street
- Brevard Road/6th Avenue West (US 64) and Blythe Street
- Haywood Road (NC 191) and Ewbank Drive
- Haywood Road (NC 191) and Morris Lane
- Haywood Road (NC 191) and Ridgewood Boulevard / Whitmire Circle
- Haywood Road (NC 191) and Orleans Avenue
- Haywood Road (NC 191) and N. Justice Street
- Haywood Road (NC 191) and Site Access

Refer to Figures 1 and 2 for the site location and the conceptual site plan.

For the purpose of this analysis, the study intersections listed above were analyzed under the following scenarios:

- Existing (2024) Conditions
- No-Build (2028) Conditions
- Build (2028) Conditions

Refer to Appendix A for a copy of the NCDOT TIA Scoping Checklist Scoping Form.

1.2. Existing Roadway Conditions

The primary roadways within the study area are Asheville Highway, Haywood Road, US 64 and Blythe Street. A summary of the existing characteristics is shown in Table 1.

Table 1 – Study Area Summary

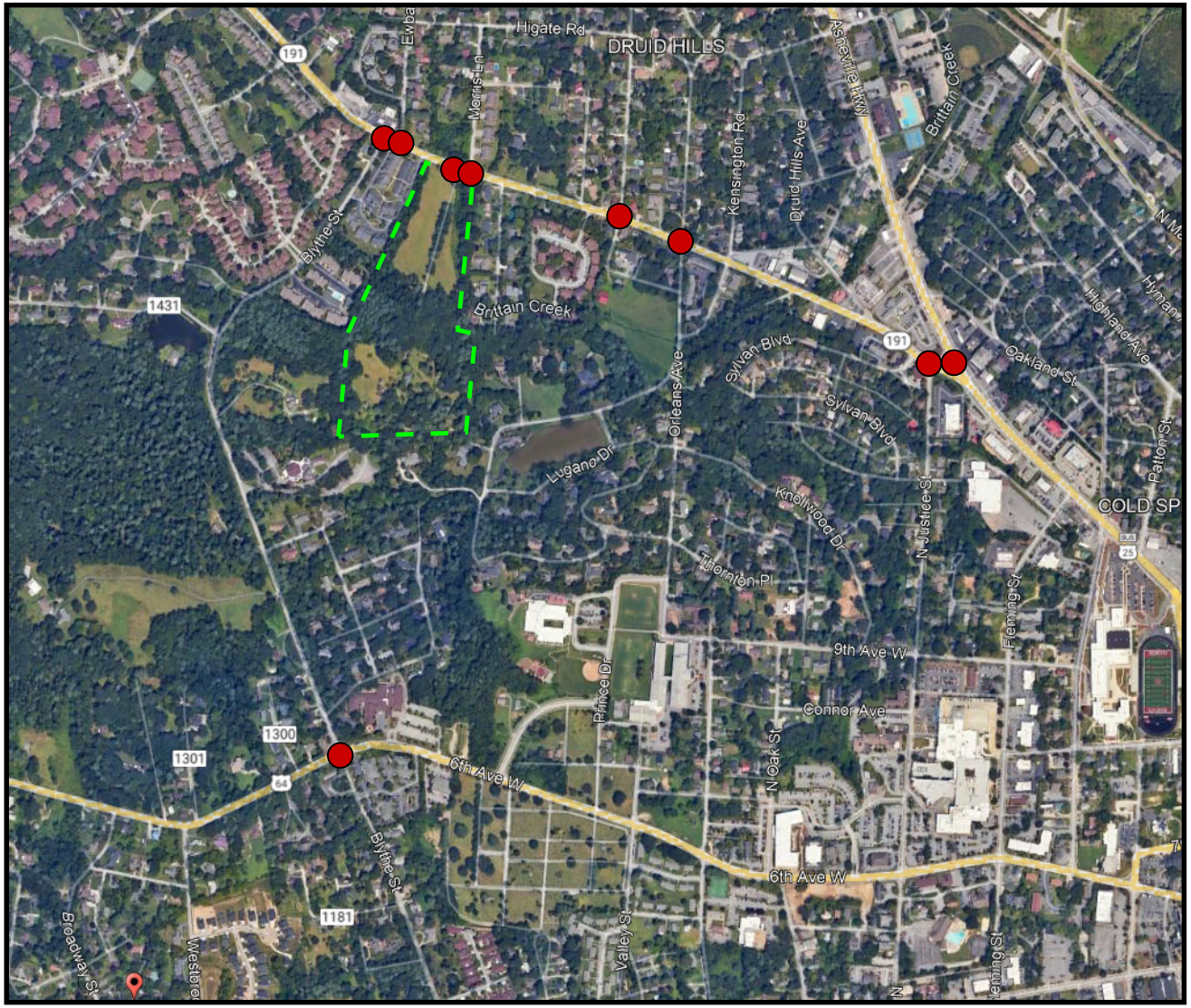
Facility Name	Route #	Typical Cross Section	Posted Speed Limit	Maintained By	AADT
Asheville Highway	US 25 Business	5-lane undivided	35 MPH	NCDOT	28,500 (2022)
Haywood Road	NC 191	2-lane undivided	35 MPH	NCDOT	11,000 (2022)
Brevard Road/ 6th Avenue West	US 64	2-/3-lane undivided	35 MPH	NCDOT	14,000 (2022)
Blythe Street	SR 2162	2-lane undivided	35 MPH	NCDOT	6,200 (2022)

Refer to Figure 3 for an illustration of the existing lane geometry and traffic control at the study intersections.

1.3. Driveway Location

Direct access to the site is to be provided via a full movement access on Haywood Road.

NORTH



LEGEND

Proposed Site Location

Study Intersections

IMPACT
Designs, Inc.

LEO Haywood Cottages
Hendersonville, NC

Site Location Map

Scale: Not to Scale | Figure

NOTES:

- PRIOR TO ISSUING A CERTIFICATE OF OCCUPANCY FOR PLANNED DEVELOPMENTS, DOCUMENTATION SHALL BE IN PLACE TO INFORM PROPERTY OWNERS OF THE STREAM BUFFER PRESENCE AND LOCATION ALONG WITH MANAGEMENT AND MAINTENANCE REQUIREMENTS. DOCUMENTATION SHALL BE IN A FORM THAT WILL RUN WITH THE PROPERTY SUCH AS INCLUSION IN COVENANTS, CONDITIONS AND RESTRICTION DOCUMENTS OR DEED REFERENCE.
- FOR PLANNED DEVELOPMENTS AND COMMERCIAL USES, PERMANENT BOUNDARY MARKERS, IN THE FORM OF SIGNAGE APPROVED BY THE PLANNING DEPARTMENT, SHALL BE INSTALLED ONCE THE LAND DISTURBING ACTIVITY OR DEVELOPMENT IS COMPLETE. CLEARLY VISIBLE STREAM BUFFER BOUNDARY MARKERS SHALL BE PLACED ALONG THE OUTSIDE EDGE OF THE STREAM BUFFER AND SPACED AT A MAXIMUM EVERY 100'.

LEGEND

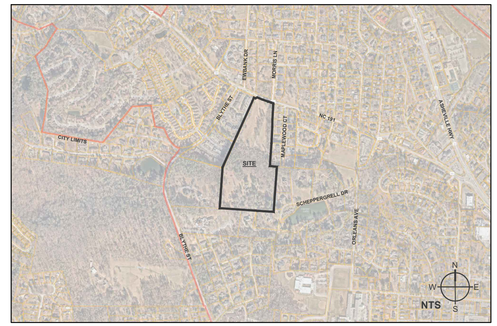
DESCRIPTION	HT. / SF	COTTAGE	HT. / SF	DESCRIPTION	HT. / SF
Clubhouse Leasing	27'-0" 1,454 SF	1BR-2BR Duplex	19'-6" 728 SF	2BR Row House (16' wide) - 2 Pack	25'-6" 1,363 SF
Clubhouse Fitness	27'-0" 1,454 SF	2BR-2BR Duplex	19'-6" 1,044 SF	3BR Row House (16' wide) - 3 Pack	29'-6" 1,400 SF
Pool House	20'-0" 634 SF	1BR Stacked Duplex	27'-0" 634 SF		
Maintenance	15'-6" 585 SF	2BR Row House Twin	31'-6" 1,102 SF	3BR Row House (16' wide) - 4 Pack	30'-0" 1,400 SF
Garage: 3 Door	16'-6" 793 SF				

Conditions Table

Developer Proposed Conditions

1. Minimum 25' building setback throughout the perimeter of the property.
2. Utilization of fiber cement siding, no vinyl siding will be permitted.
3. All units will include a private fenced backyard.
4. The clubhouse & pool amenities will be opened in conjunction with the first units.
5. The portion of the greenway trail that is planned along Britton Creek will be constructed, and the necessary pedestrian access easement will be provided.
6. The minimum heated square footage of each dwelling unit shall be 600 sf.
7. Amenities will include, but not limited to, Clubhouse with flex workspace, Fitness Center, Pool, dog park, & sidewalks providing connectivity throughout the community. All open space & amenities will be professionally managed and maintained.
8. All exterior walls will have at least one window or doorway per floor. The garage bays are excluded from this requirement.
9. The developer will provide an additional 10' of ROW to Haywood Road.
10. There are to be no more than 4 attached units per building.

City Proposed Conditions



VICINITY MAP

Project Information - August 19th, 2025	
Project Title	LEO Hendersonville
Developer	Advenir Azora Development, LLC
Property Owner	Justus, Jeffrey
Design Team	Architect | Nequette Architecture
	LA | Lorberbaum McNair & Associates
	Civil Engineer | SeamonWhiteside
Tax Map Number	9569229206 (Primary Corporate City Limits)
Existing Zoning	R-15
Proposed Zoning	PRD-CZD
Proposed Use	Residential Dwellings (2/3/4 Family)
Principle Structure Setbacks	Front: 40' | Reduced to 0' - Parking Situated to Rear & Screened From ROW | Front Facing Garages = 45' Min. SB Side: 5' Min. | Rear: 20' Min.
Buffers	Buffer: 8' Type (A) Adjacent to Residential
Building Height	35' Max. Height
Parking Required	1 Space / Dwelling Unit **OR** 1.5 / Dwelling Unit ≥ 3 Bedrooms
Parking Provided	**180** Dwelling Units (44 ≥ 3 Bedrooms) - 202 Spaces Req. Provided: 330 spaces (Includes Garage Spaces)

Site Coverage	
Total Project Area	± 21.25 AC
Buildings	± 3.6 AC | 17 % Site Coverage
Open Space	**Open Space**
	± 13.2 AC | 62 % Site Coverage
	Common Open Space
	± 2.1 AC *Open Water / Wetland / Floodplain (50%)*
	± 0.3 AC *Amenity*
	± 2.15 AC *Unimproved Area (Natural Features)*
	Total: ± 3.1 AC (14.6 %) **N/I ± 0.4 AC ≥ 33% Slope**
Streets & Parking	± 3.75 AC | 17.6 % Site Coverage
Stormwater Detention	± 0.7 AC | 3.3 % Site Coverage

General Notes

1) All streets shall be built to public street standards - See Cross Section 5-14-4.4
2) Property owner responsible for perpetual maintenance of common open space.
3) Proposed project to be constructed & completed as one phase.
4) Any removed frontage sidewalks will be replaced with current standards.

Adjacent Properties		
Tax Map Number	**Owner**	**Zoning Designation**
9569226965	BLYTHE COMMONS HOA, INC	PRD-CZD
9569222593	BRITTON CREEK CONDOMINIUMS	R-15
9569220061	917 BLYTHE LLC	R-15
9569213424	TRINITY PRESBYTERIAN CHURCH OF HENDERSONVILLE	R-15
9569217375	CARR, EUGENE M III + CARR, SALLIE M	R-15
9569311542	HODGE, BRYAN K + HODGE, ANNE C	R-15
9569312795	WHATTON, DAVID HERBERT + LEE, HEATHER SANGEUN	R-15
9569323013	BINFORD, JOHN C. + BINFORD, MEREDITH C.	R-15
9569322300	LORD, ANNAH RUTH NESBITT + LORD, JOHN ROBERT DAVIS	R-15
9569322427	BRYSON, ROBYN S + BRYSON, DAVID K	R-15
9569322641	GALLOWAY, WILLIAM B. + GALLOWAY, JILLIAN C.	R-15
9569322752	ROGER DALE PARHAM & JUDITH ELAINE SMITH PARHAM REVOCABLE TRUST	R-15
9569322863	MACE, SYDNEY M	R-15
9569322973	BRACKETT, SERETA N	R-15
9569332073	BISHOP, CARLTON REID + BISHOP, ALISA DAWN	R-15

Preliminary Unit Mix	
Type	**Provided**
1 BR - Duplex (1 BR & 2 BR)	30
1 BR - Stacked Duplex (Lower)	4
1 BR - Stacked Duplex (Upper)	4
2 BR - Duplex (1 BR & 2 BR)	30
2 BR - Duplex (2 BR & 2 BR)	4
2 BR - Townhome (Twin)	20
2 BR - Townhome (Mini)	44
3 BR - Townhome (16' Wide)	44
	180 Units Total

SITE LEGEND

- HEAVY DUTY ASPHALT PAVEMENT
- STANDARD DUTY ASPHALT PAVEMENT
- NCDOT ASPHALT PAVEMENT
- CONCRETE - SIDEWALK
- PROPERTY LINE
- BUILDING SETBACK
- ADJACENT PARCEL BUFFER
- RETAINING WALL
- PARKING COUNT (12)

SEAMONWHITESIDE
MOUNT PLEASANT, SC 843.884.1667
GREENVILLE, SC 864.298.0534
SUMMERVILLE, SC 843.972.0710
SPARTANBURG, SC 864.272.1272
CHARLOTTE, NC 980.312.5450
RALEIGH, NC 980.312.5450
WWW.SEAMONWHITESIDE.COM

SOUTH CAROLINA
SEAMON, WHITESIDE & ASSOCIATES, INC.
No. C00472
CERTIFICATE OF AUTHORIZATION

NOT FOR CONSTRUCTION

LEO LIVING HENDERSONVILLE

1741 HAYWOOD RD | TMS: 9569-22-9206
HENDERSONVILLE, NORTH CAROLINA

SD SET
(NOT FOR CONSTRUCTION)

SW+ PROJECT: 11808
DATE: 7/4/2025
DRAWN BY: AC | NH
CHECKED BY: AD | DM

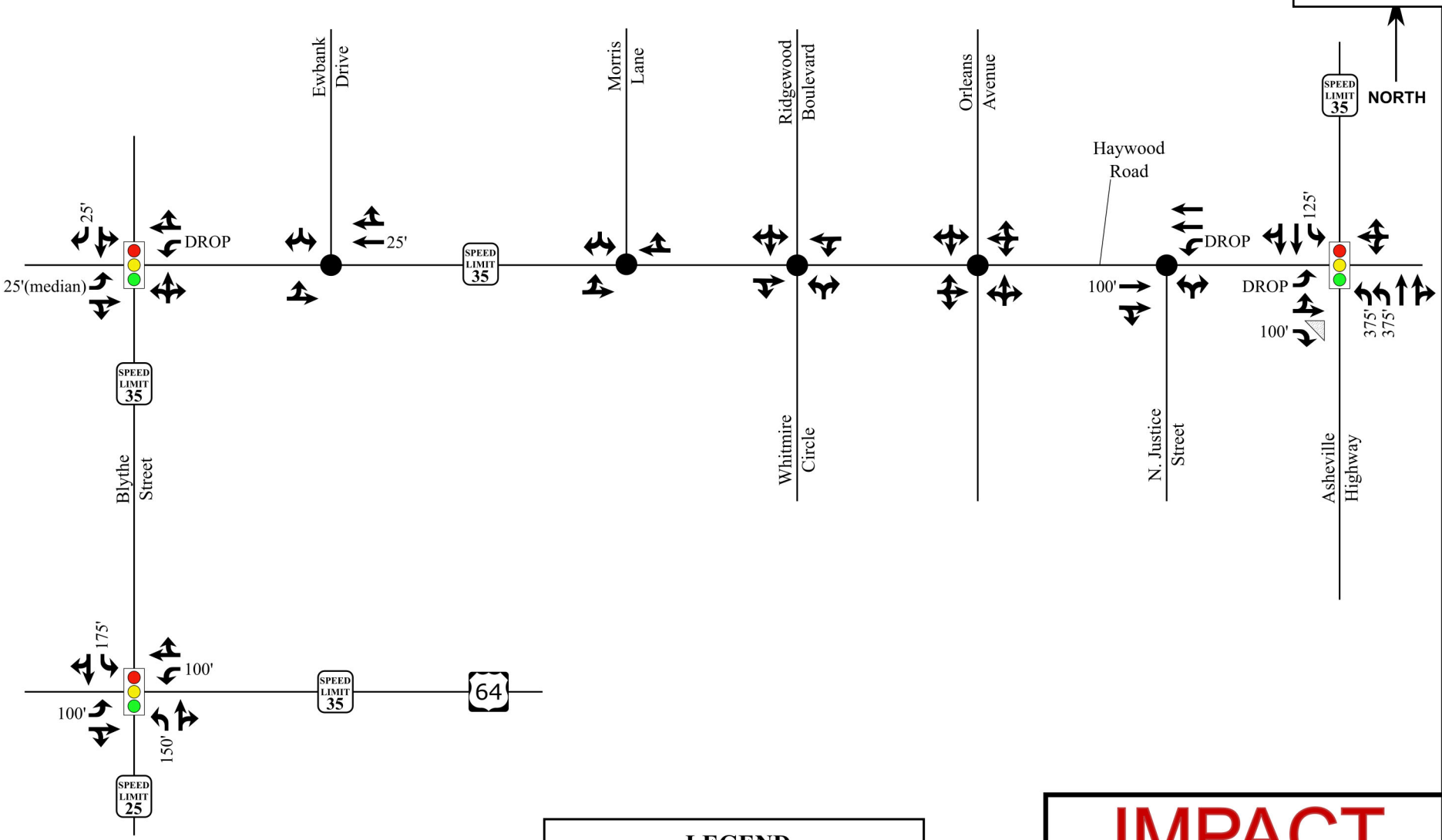
REVISION HISTORY

PRELIMINARY SITE PLAN

C5.0

501 WANDO PARK BOULEVARD, SUITE 200, MOUNT PLEASANT, SC 29464 | AUDSON MILLS BUILDING 6000, 70 F. EASLEY BRIDGE RD, SUITE 6000, GREENVILLE, SC 29611 | 200 PETERSON DR., CHARLOTTE, NC 28217 | 712 N. CEDAR STREET, SUMMERVILLE, SC 29483 | 104 N. DANIEL MORGAN AVENUE, SUITE 300, SPARTANBURG, SC 29306 | 223 S. WEST ST. #900, RALEIGH, NC 27603
COPYRIGHT © SEAMON, WHITESIDE & ASSOCIATES, INC. | THIS DRAWING SHALL NOT BE REPRODUCED IN ANY MANNER OR USED FOR ANY PURPOSE WITHOUT WRITTEN PERMISSION. SHALL NOT BE REPRODUCED IN ANY MANNER OR USED FOR ANY PURPOSE WITHOUT WRITTEN PERMISSION

PLOTTED:8/5/2025 2:10 PM, BY Alex Davis P:\ACAD\2-R1\808\CAD Files\LD\2025-08-12 LD S5 Site Plan ALT.dwg



LEGEND

- Signalized Intersection
- Unsignalized Intersection
- Existing Lane
- X' Storage (In Feet)
- SPEED LIMIT XX Posted Speed Limit

IMPACT Designs, Inc.

LEO Haywood Cottages
Hendersonville, NC

Existing Lane Configurations and Traffic Control

Scale: Not to Scale | Figure

2. TRAFFIC VOLUME DEVELOPMENT

2.1. Existing Traffic Volumes

Existing turning movement counts were conducted at the intersections during the weekday AM (7:00 AM to 9:00 AM) and weekday PM (4:00 PM to 6:00 PM) peak periods in December of 2024 and in September of 2025. To be conservative the Existing (2024) traffic volumes assumed all counts to be collected in 2024. The Existing (2024) traffic volumes are illustrated in Figure 4. Refer to Appendix B for a copy of the raw traffic count data.

2.2. Projected Traffic Volumes

Based on coordination with NCDOT, a 1% annual growth was applied to the 2024 counts to project traffic volumes for the future year (2028). This growth rate was applied to account for all background growth in the area without any adjacent and/or the proposed developments. Refer to Figure 5 for an illustration of the No-Build (2028) traffic volumes.

2.3. Proposed Development Traffic Volumes

As mentioned previously, the proposed development is expected to consist of 180 single family attached homes and would be completed by the end of 2028. The trip generation potential for the development was estimated utilizing methodology contained within the ITE's *Trip Generation Manual*, 11th Edition. Utilizing ITE equations for ITE Code 215 traffic volumes were generated for the weekday daily, the weekday AM peak hour, and the weekday PM peak hour. Refer to Table 2 for a summary of the trip generation potential of the proposed development.

Table 2 – Trip Generation

ITE Land Use (Code)	Density	Independent Variable	Daily Traffic	AM Peak		PM Peak	
				Enter	Exit	Enter	Exit
Single Family Attached Housing (ITE Code 215)	180	Dwelling Units	1,321	22	66	61	43

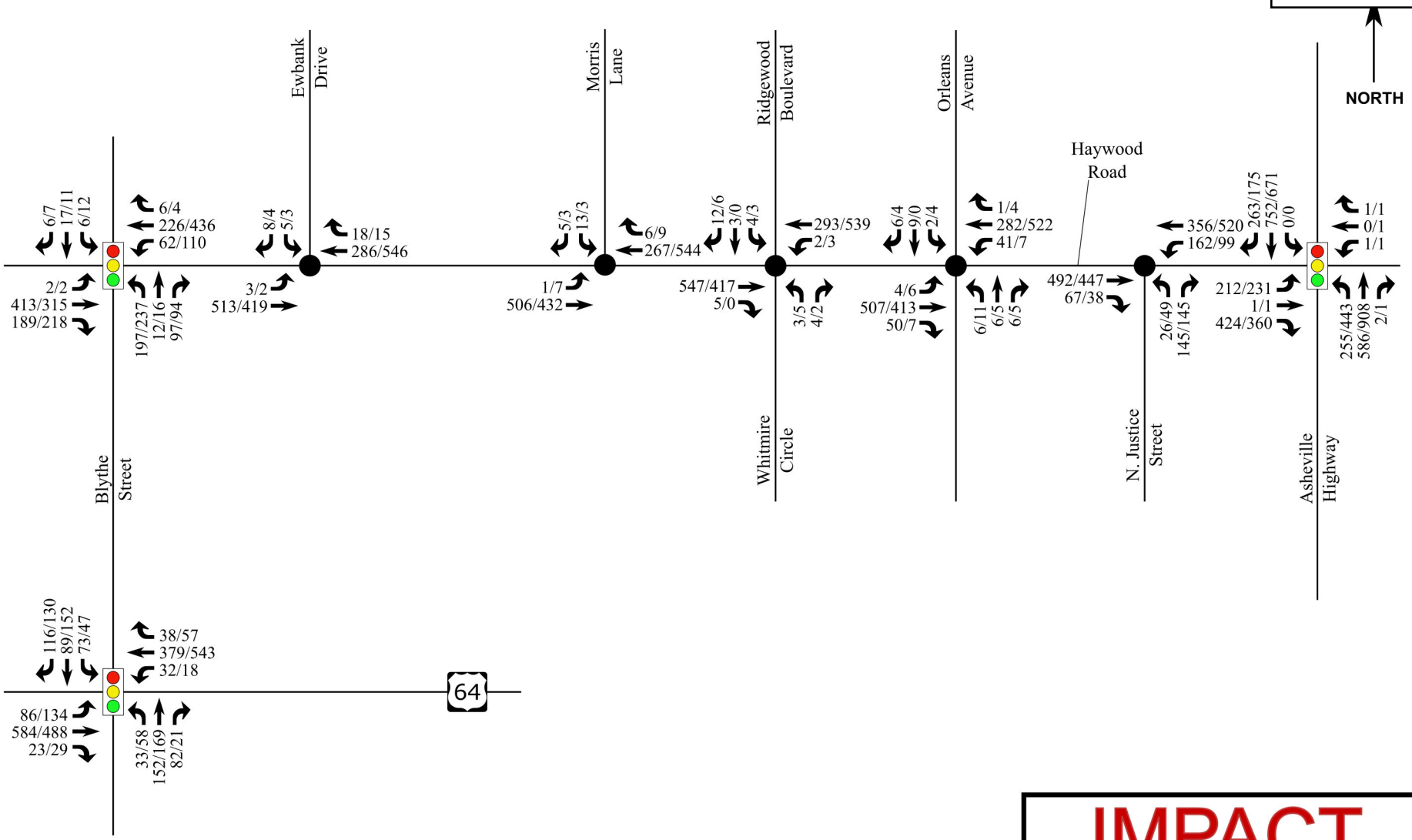
Site traffic associated with the proposed development was distributed and assigned to the roadway network based upon existing travel patterns and are summarized below:

- 20% to/from the north via Asheville Highway
- 25% to/from the south via Asheville Highway
- 10% to/from the west via Haywood Road
- 5% to/from the west via US 64
- 20% to & 30% from the east via US 64
- 5% to/from the south via Blythe Street
- 10% to the south via N. Justice Street

Refer to Figures 6 and 7 for illustrations of the site trip distributions and assignments.

2.4. Future Build Traffic Volumes

The site generated traffic volumes were added to the No-Build traffic volumes to determine the Build traffic volumes. The Build (2028) volumes are illustrated in Figure 8.



LEGEND

- Signalized Intersection
- Unsignalized Intersection
- X / Y → AM / PM Peak Hour Traffic

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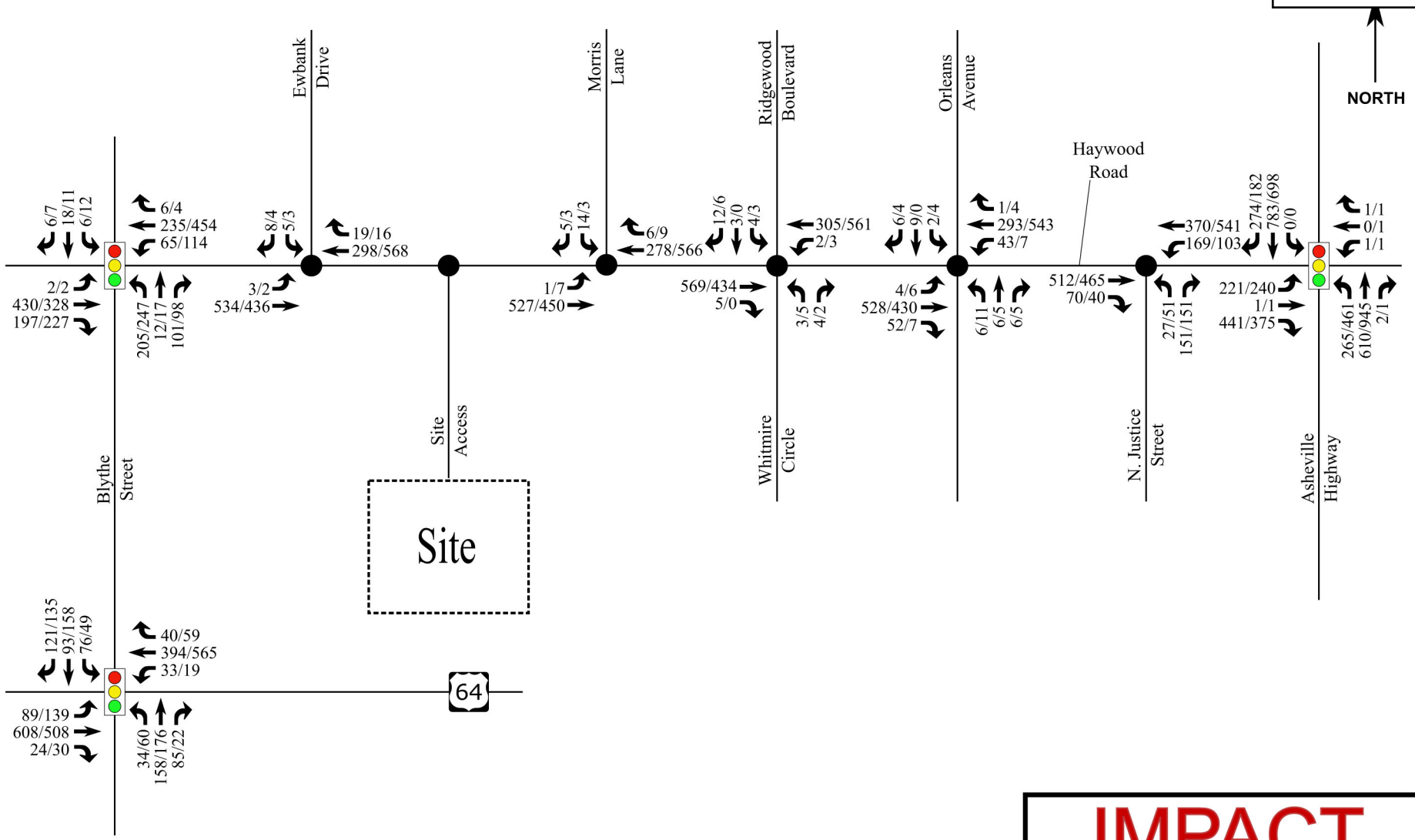
Hendersonville, NC

Existing (2024)
Traffic Volumes

Scale: Not to Scale | Figure



LEGEND

- Signalized Intersection
- Unsignalized Intersection
- X / Y → AM / PM Peak Hour Traffic

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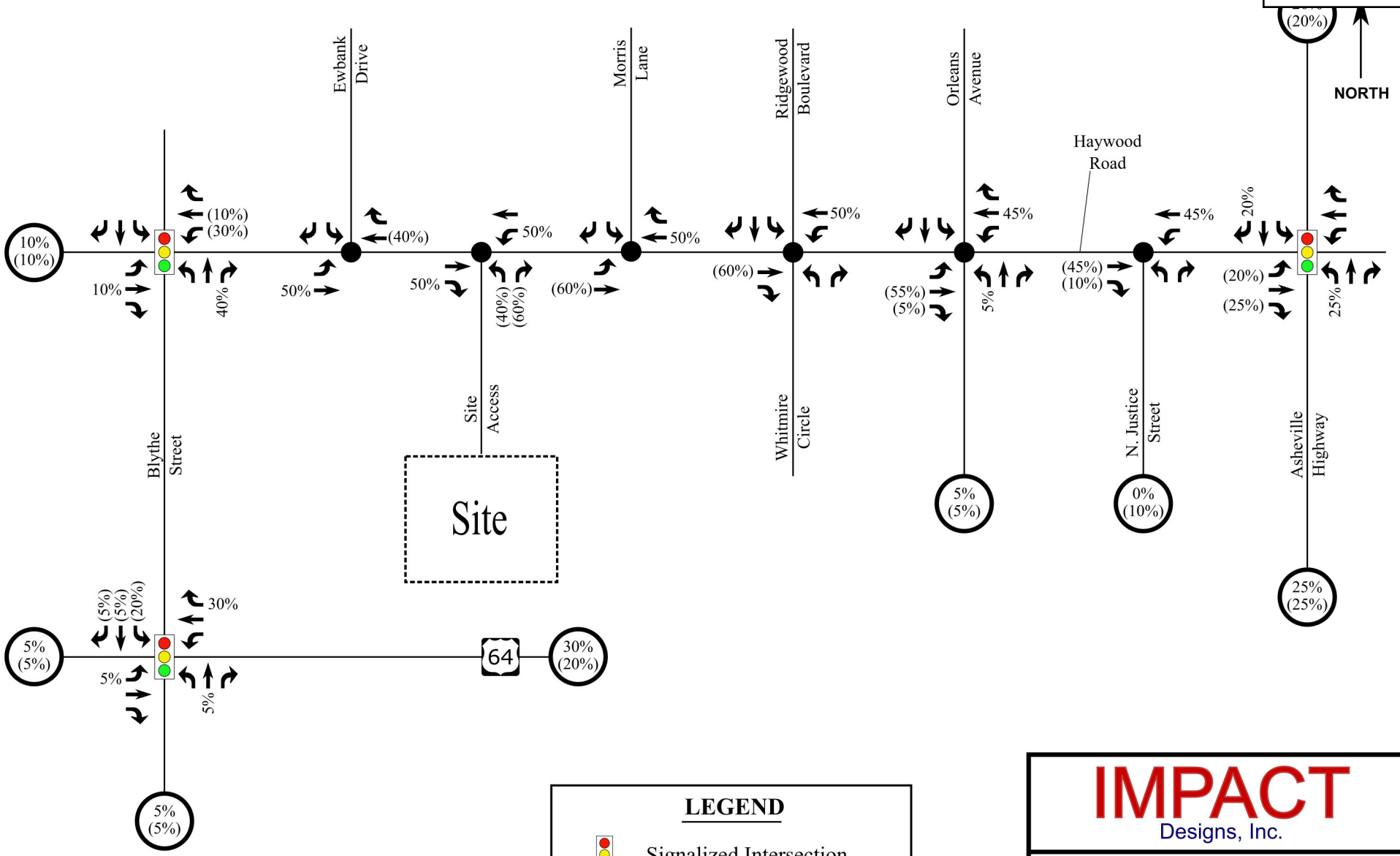
Hendersonville, NC

No-Build (2028)
Traffic Volumes

Scale: Not to Scale | Figure



LEGEND

- Signalized Intersection
- Unsignalized Intersection
- X% → Entering Trip Distribution
- (Y%) → Exiting Trip Distribution
- X% Regional Trip Distribution

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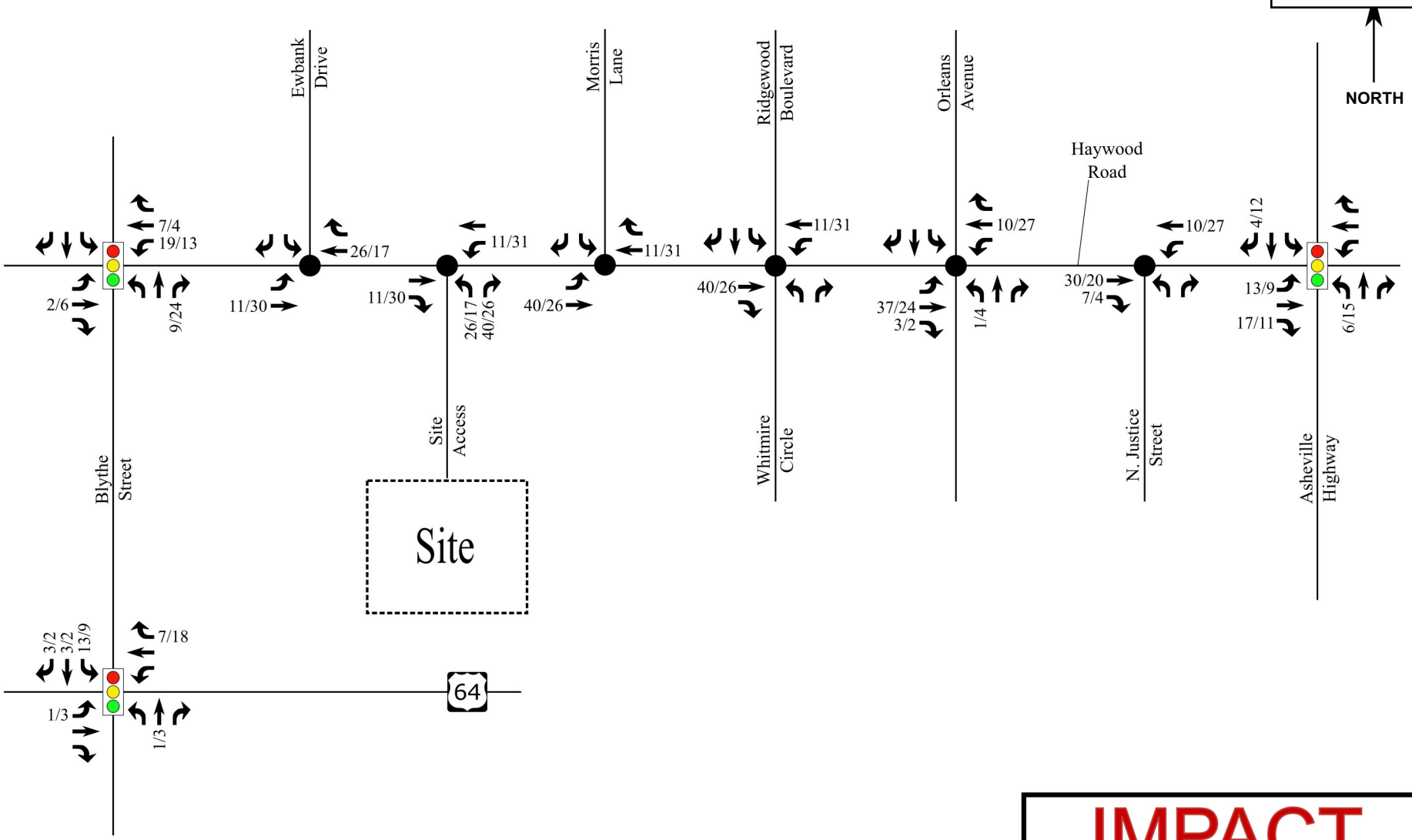
Hendersonville, NC

Site Trip Distribution

Scale: Not to Scale | Figure



LEGEND

- Signalized Intersection
- Unsignalized Intersection
- X / Y → AM / PM Peak Hour Trips

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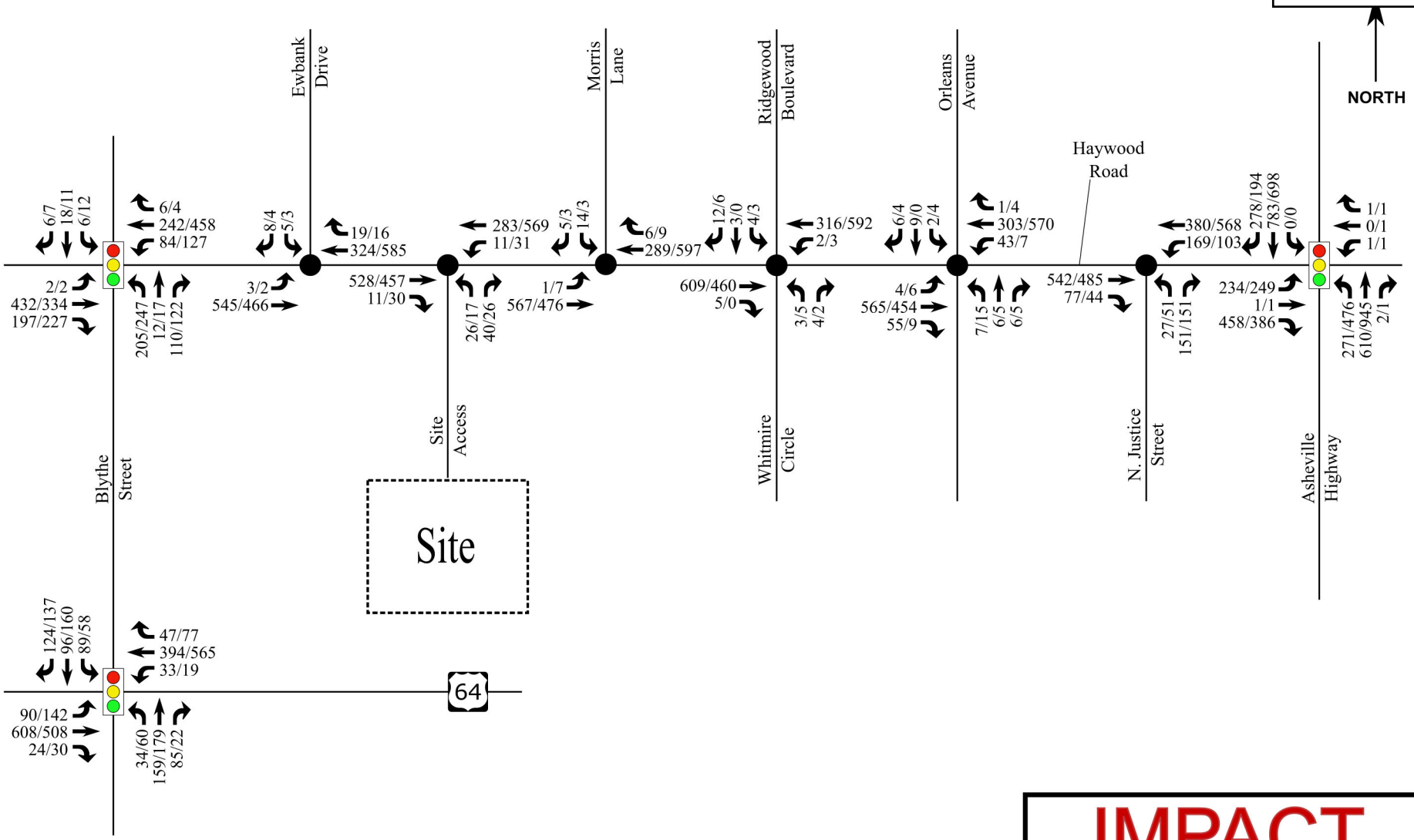
Hendersonville, NC

Trip Assignments

Scale: Not to Scale | Figure



LEGEND

- Signalized Intersection
- Unsignalized Intersection
- X / Y → AM / PM Peak Hour Traffic

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Hendersonville, NC

Build (2028)
Traffic Volumes

Scale: Not to Scale | Figure

3. TRAFFIC IMPACT ANALYSIS

3.1. Turn Lane Analysis

A turn lane analysis was conducted for the site access utilizing the Build (2028) volumes. Based on build-out volumes, both a left turn lane and a right turn lane are warranted on Haywood Road at the site access.

Based on the NCDOT nomograph, the left turn lane requires at least 50 feet of storage; however, NCDOT is requiring 100 feet of full width storage.

Similarly, the right turn lane requires at least 50 feet of storage per the NCDOT nomograph. Based on feedback from NCDOT, 75 feet of full width storage will be required.

With the proximity of adjacent streets, constructing these turn lanes could present some geometric challenges. Final design of the improvements should be coordinated with NCDOT during permitting. Refer to Appendix C for the turn lane warrant charts with the volumes graphed.

3.2. Intersection LOS Analysis

Using the existing, no-build, and build traffic volumes, intersection analyses were conducted for the study intersections under Existing (2024) conditions, No-Build (2028) conditions, and Build (2028) conditions. This analysis was conducted using the Transportation Research Board's *Highway Capacity Manual 6th Edition (HCM 6th Edition)* methodologies of the *Synchro*, Version 11 software.

Intersection level of service (LOS) grades range from LOS A to LOS F, which are directly related to the level of control delay at the intersection and characterize the operational conditions of the intersection traffic flow. LOS A operations typically represent ideal, free-flow conditions where vehicles experience little to no delays, and LOS F operations typically represent poor, forced-flow (bumper-to-bumper) conditions with high vehicular delays, and are generally considered undesirable. Table 3 summarizes the *HCM 6th Edition* control delay thresholds associated with each LOS grade for signalized and unsignalized intersections.

Table 3 – *HCM 6th Edition* LOS Criteria for Signalized & Unsignalized Intersections

Signalized Intersections		Unsignalized Intersections	
LOS	**Control Delay per Vehicle (seconds)**	**LOS**	**Control Delay per Vehicle (seconds)**
A	≤ 10	A	≤ 10
B	> 10 and ≤ 20	B	> 10 and ≤ 15
C	> 20 and ≤ 35	C	> 15 and ≤ 25
D	> 35 and ≤ 55	D	> 25 and ≤ 35
E	> 55 and ≤ 80	E	> 35 and ≤ 50
F	> 85	F	> 50

A PHF of 0.90 was applied and a heavy vehicle percentage of 2% was utilized for the purpose of this analysis. Additionally, a conservative approach was taken in which no right turns on red were permitted, although right turns on red are permitted on all intersections in the field.

3.3. Mitigation Requirements

NCDOT typically requires mitigation to be identified when developments are expected to impact the traffic operations as described below:

- Overall intersection or intersection approach delay increases by 25%.
- LOS degrades by at least one level.
- LOS is F.
- Synchro 95th or SimTraffic maximum queue results are greater than the existing turn lane storage length.

3.4. Capacity Analysis

The results of the capacity analysis for the study intersections are summarized below in Table 4. Refer to Appendix D for the detailed capacity analysis reports.

Table 4 – Intersection Capacity Analysis Results

Intersections	Approach	LOS (Delay in seconds per vehicle)					
		Existing (2024)		No-Build (2028)		Build (2028)	
		AM	PM	AM	PM	AM	PM
Asheville Highway & Haywood Road	EB	C (20.8)	C (24.7)	C (21.6)	C (24.4)	C (21.6)	C (24.7)
	WB	D (53.5)	D (53.5)	D (53.5)	D (53.5)	D (53.5)	D (53.5)
	NB	C (23.0)	C (23.7)	C (23.0)	C (24.5)	C (22.8)	C (24.7)
	SB	B (19.3)	C (23.6)	B (19.6)	C (24.4)	C (21.1)	C (25.4)
	Overall	C (21.1)	C (24.0)	C (21.4)	C (24.6)	C (21.9)	C (25.0)
Haywood Road & Blythe Street	EB	D (39.1)	D (43.5)	D (42.9)	D (47.0)	D (45.6)	D (53.5)
	WB	B (18.0)	C (28.2)	B (18.7)	C (31.0)	B (19.8)	C (32.0)
	NB	E (58.7)	E (63.9)	E (61.4)	E (69.8)	E (72.9)	E (70.2)
	SB	C (25.7)	C (23.5)	C (25.8)	C (23.6)	C (26.6)	C (24.6)
	Overall	D (38.6)	D (42.2)	D (41.3)	D (45.9)	D (45.5)	D (49.0)
US 64 & Blythe Street	EB	D (37.9)	D (42.6)	D (39.8)	D (44.3)	D (40.1)	D (46.7)
	WB	C (34.7)	D (46.1)	D (35.7)	D (47.4)	D (36.3)	D (54.7)
	NB	E (72.4)	F (81.7)	E (75.1)	F (90.9)	E (75.5)	F (93.4)
	SB	E (71.9)	E (74.4)	E (74.6)	F (86.4)	E (75.7)	E (78.7)
	Overall	D (48.1)	D (54.7)	D (50.0)	E (59.1)	D (50.8)	E (61.4)
Haywood Road & Ewbank Drive	EB	A (8.0)	A (8.8)	A (8.0)	A (8.9)	A (8.1)	A (8.9)
	WB	-	-	-	-	-	-
	SB	B (12.6)	C (16.0)	B (12.9)	C (16.6)	B (13.3)	C (17.4)
Haywood Road & Morris Lane	EB	A (7.9)	A (8.8)	A (7.9)	A (8.8)	A (7.9)	A (9.0)
	WB	-	-	-	-	-	-
	SB	C (15.0)	C (16.8)	C (15.7)	C (17.5)	C (16.4)	C (18.4)
Haywood Road & Ridgewood Boulevard / Whitemire Circle	EB	-	-	-	-	-	-
	WB	A (8.7)	A (8.3)	A (8.8)	A (8.4)	A (9.0)	A (8.4)
	NB	C (16.8)	C (18.7)	C (17.5)	C (19.6)	C (18.5)	C (21.1)
	SB	B (14.3)	C (18.8)	B (14.7)	C (19.7)	C (15.4)	C (21.0)
Haywood Road & Orleans Avenue	EB	A (7.9)	A (8.7)	A (7.9)	A (8.7)	A (8.0)	A (8.8)
	WB	A (8.9)	A (8.3)	A (9.0)	A (8.4)	A (9.2)	A (8.8)
	NB	C (19.9)	C (22.2)	C (20.9)	C (23.4)	C (22.9)	D (31.2)
	SB	C (19.3)	C (20.2)	C (20.3)	C (21.1)	C (21.6)	D (25.3)
Haywood Road & N. Justice Street	EB	-	-	-	-	-	-
	WB	A (9.6)	A (8.9)	A (9.8)	A (9.0)	B (10.0)	A (9.1)
	NB	C (18.5)	C (20.6)	C (20.2)	C (22.6)	C (21.6)	C (24.4)
Haywood Road & Site Access	EB	*Analyzed under Build conditions only.*				-	-
	WB					A (8.7)	A (8.6)
	NB					C (16.3)	C (18.4)

The capacity analysis indicates that the operations at the signalized intersections are expected to be similar under Build conditions as compared to No-Build conditions. All approaches are expected to maintain their levels of service with one exception. In the AM peak hour, the Asheville Highway southbound approach at Haywood Road is expected to drop from LOS B under No-Build conditions to LOS C under Build conditions. However, because the delay is expected to increase by only 8% and would still operate acceptably, mitigation is not recommended.

At the intersection of Haywood Road and Orleans Avenue, the side street approaches are expected to drop from LOS C to LOS D in the PM peak hour. The delay is still expected to be reasonable for an unsignalized intersection during the peak hour. Some of the additional delay could be mitigated by an additional lane on each side street approach, but such an improvement would adversely impact the residences on the corners and would thus not be considered reasonable in this case.

The site egress at Haywood Road is anticipated to operate at LOS C in both peak hours. It should be noted that the site access intersection was modeled with the warranted westbound left turn lane. No additional mitigation is recommended.

3.5. Queuing Analysis

A queuing analysis was also completed for all No-Build and Build Improved traffic. Reported in Table 5 are the SimTraffic maximum queue for each turn lane at study intersections. Additional storage is recommended where the site traffic introduced in the Build scenario extends the queue beyond the available storage. Refer to Appendix D for detailed Synchro capacity analysis reports and Appendix E for detailed SimTraffic reports.

Table 5 – Queuing Analysis

Intersections	Lane Group	Storage (feet)	Max Queue (feet)			
			AM Peak Hour		PM Peak Hour	
			No-Build	Build Improved	No-Build	Build Improved
Asheville Highway & Haywood Road	EB-L	200	165	210	243	201
	EB-LT	Full	280	391	332	287
	EB-R	100	145	150	142	147
	WB-LTR	Full	57	60	56	56
	NB-L	375	360	353	425	425
	NB-L	375	369	367	475	475
	SB-L	125	68	68	48	123
Haywood Road & Blythe Street	EB-L	25	73	110	93	91
	WB-L	100	124	146	193	217
	NB-LTR	Full	375	397	416	469
	SB-LT	Full	52	52	45	53
	SB-R	25	38	33	31	36
US 64 & Blythe Street	EB-L	100	200	200	255	263
	WB-L	100	184	187	185	187
	NB-L	150	249	214	250	250
	SB-L	175	248	274	275	275
Haywood Road & Ewbank Drive	EB-LT	Full	32	30	41	42
	SB-LR	Full	36	35	35	30
Haywood Road & Morris Lane	EB-LT	Full	6	23	49	55
	SB-LR	Full	42	43	33	34
Haywood Road & Ridgewood Boulevard/ Whitemire Circle	WB-LT	Full	35	21	30	22
	NB-LR	Full	32	31	32	36
	SB-LTR	Full	36	42	35	33
Haywood Road & Orleans Avenue	EB-LTR	Full	22	18	32	43
	WB-LTR	Full	82	113	42	36
	NB-LTR	Full	45	34	34	47
	SB-LTR	Full	43	40	32	36
Haywood Road & N. Justice Street	WB-L	Full	73	73	71	71
	NB-LR	Full	434	617	770	666
Haywood Road & Site Access	WB-[L]	[50]	-	31	-	40
	NB-[LR]	[Full]	-	84	-	59

The queuing analysis indicates that the addition of site traffic in the Build scenario does not create a new queuing issue. In the Build scenarios, the maximum observed queues at the signalized intersections are not expected to increase significantly over the No-Build condition. No mitigation is recommended based on the queuing analysis.

4. PEDESTRIAN LOS ANALYSIS

At the request of NCDOT, an additional analysis was performed at the study intersections to include a pedestrian level of service. A description of the pedestrian-related characteristics of each intersection is provided below, along with the pedestrian level of service, in Table 6. Detailed reports are provided in Appendix F.

Table 6 – Pedestrian LOS Analysis

Unsignalized Intersections										
Intersection	Sidewalk	Pedestrian Crossing Features	Total Peak Hour Pedestrians		Approach	Haywood Road Crossing Length (feet)*	Pedestrian Approach LOS (Delay [sec])			
							No-Build		Build	
			AM	PM			AM	PM	AM	PM
Haywood Road & Ewbank Drive	South side of Haywood Road	None	0	0	EB	36	F (75.64)	F (128.92)	F (84.92)	F (148.94)
					WB	36	F (75.64)	F (128.92)	F (84.92)	F (148.94)
Haywood Road & Morris Lane	South side of Haywood Road; NE quadrant of intersection	None	2	0	EB	NB: 27; BLD: 36	E (33.90)	F (58.63)	F (81.54)	F (159.34)
					WB	NB: 24; BLD: 36	D (26.20)	E (43.82)	F (81.54)	F (159.34)
Haywood Road & Ridgewood Boulevard/ Whitmire Cicle	South side of Haywood Road	Marked crosswalk across Whitmire Circle	3	4	EB	26	E (37.25)	F (50.56)	E (42.42)	F (58.22)
					WB	25	E (34.07)	F (45.94)	E (38.69)	F (52.74)
Haywood Road & Orleans Avenue	South side of Haywood Road	Faded marked crosswalk across NB approach	4	6	EB	29	E (41.84)	F (63.16)	F (47.60)	F (91.92)
					WB	28	E (38.50)	F (57.64)	E (43.69)	F (83.19)
Haywood Road & N. Justice Street	North side of Haywood Road; both SW and SE quadrants of intersection	Marked crosswalk across N. Justice Street	0	2	EB	48	C (18.89)	D (22.82)	D (20.28)	D (24.55)
					WB	73	F (1,382.28)	F (2,784.70)	F (1,730.75)	F (3,410.10)
Haywood Road & Site Access	SW and SE quadrants intersection	None	-	-	EB	24	-	-	B (6.19)	B (8.23)
					WB	36	-	-	F (70.81)	F (137.94)

Signalized Intersections										
Intersection	Sidewalk	Pedestrian Crossing Features	Total Peak Hour Pedestrians		Approach	Haywood Road Crossing Length (feet)*	Pedestrian Crosswalk LOS (Score)			
							No-Build		Build	
			AM	PM			AM	PM	AM	PM
Asheville Highway & Haywood Road	All four quadrants of intersection	Marked crosswalks and pedestrians signals for all four approaches	2	0	EB	61.9	C (2.63)	C (2.64)	C (2.64)	C (2.66)
					WB	35.6	B (1.75)	B (1.75)	B (1.75)	B (1.75)
					NB	72.3	C (2.92)	C (3.00)	C (2.92)	C (3.01)
					SB	73.4	C (2.80)	C (2.85)	C (2.80)	C (2.85)
Haywood Road & Blythe Street	South side of Haywood Road; east side of Blythe Street	Marked crosswalk across Blythe Street; ped signals on NB approach	1	1	EB	42.4	B (2.40)	B (2.48)	B (2.41)	B (2.49)
					WB	36.2	B (2.31)	B (2.38)	B (2.32)	B (2.40)
					NB	36.0	B (2.10)	B (2.18)	B (2.12)	B (2.20)
					SB	54.1	B (1.97)	B (1.97)	B (1.97)	B (1.97)
US 64 & Blythe Street	Both sides of US 64 to the east of Blythe Street	Marked crosswalk and ped signals on WB approach	0	3	EB	36.0	B (2.50)	C (2.57)	B (2.50)	C (2.57)
					WB	36.0	B (2.48)	B (2.48)	B (2.49)	B (2.49)
					NB	35.9	B (2.09)	B (2.10)	B (2.09)	B (2.10)
					SB	36.2	B (2.20)	B (2.26)	B (2.22)	B (2.28)

*From Synchro for purposes of LOS calculation. Not actual crossing distances.

The pedestrian analysis indicates that most approaches along Haywood Road are expected to be LOS E or F during the peak hours. The count data shows little pedestrian traffic in this corridor, but most of the pedestrian activity was focused at the Ridgewood Boulevard and the Orleans Avenue intersections. Based on conversations with NCDOT and the City of Hendersonville, project HS-2414F will install a rapid rectangular flashing beacon crossing at this intersection to allow pedestrians to access the Haywood Road sidewalk from Ridgewood Boulevard. That project is expected to be completed in 2025.

The signalized intersections receive better LOS grades. All approaches with sidewalk crossings currently have pedestrian signals, although few pedestrians were counted at these locations.

5. SUMMARY OF FINDINGS AND RECOMMENDATIONS

A traffic impact study was conducted for the proposed LEO Haywood Cottages development in accordance with NCDOT guidelines. The proposed development is located on the south side of Haywood Road (NC 191), east of Blythe Street, in Hendersonville, North Carolina. The development is expected to consist of 180 single family attached homes and would be completed by the end of 2028. Access to the site is to be provided via a full movement access on Haywood Road.

The study was determined through coordination with NCDOT and the City of Hendersonville and consists of the following intersections:

- Asheville Highway (US 25 Business) and Haywood Road (NC 191)
- Haywood Road (NC 191) and Blythe Street
- Brevard Road/6th Avenue West (US 64) and Blythe Street
- Haywood Road (NC 191) and Ewbank Drive
- Haywood Road (NC 191) and Morris Lane
- Haywood Road (NC 191) and Ridgewood Boulevard / Whitmire Circle
- Haywood Road (NC 191) and Orleans Avenue
- Haywood Road (NC 191) and N. Justice Street
- Haywood Road (NC 191) and Site Access

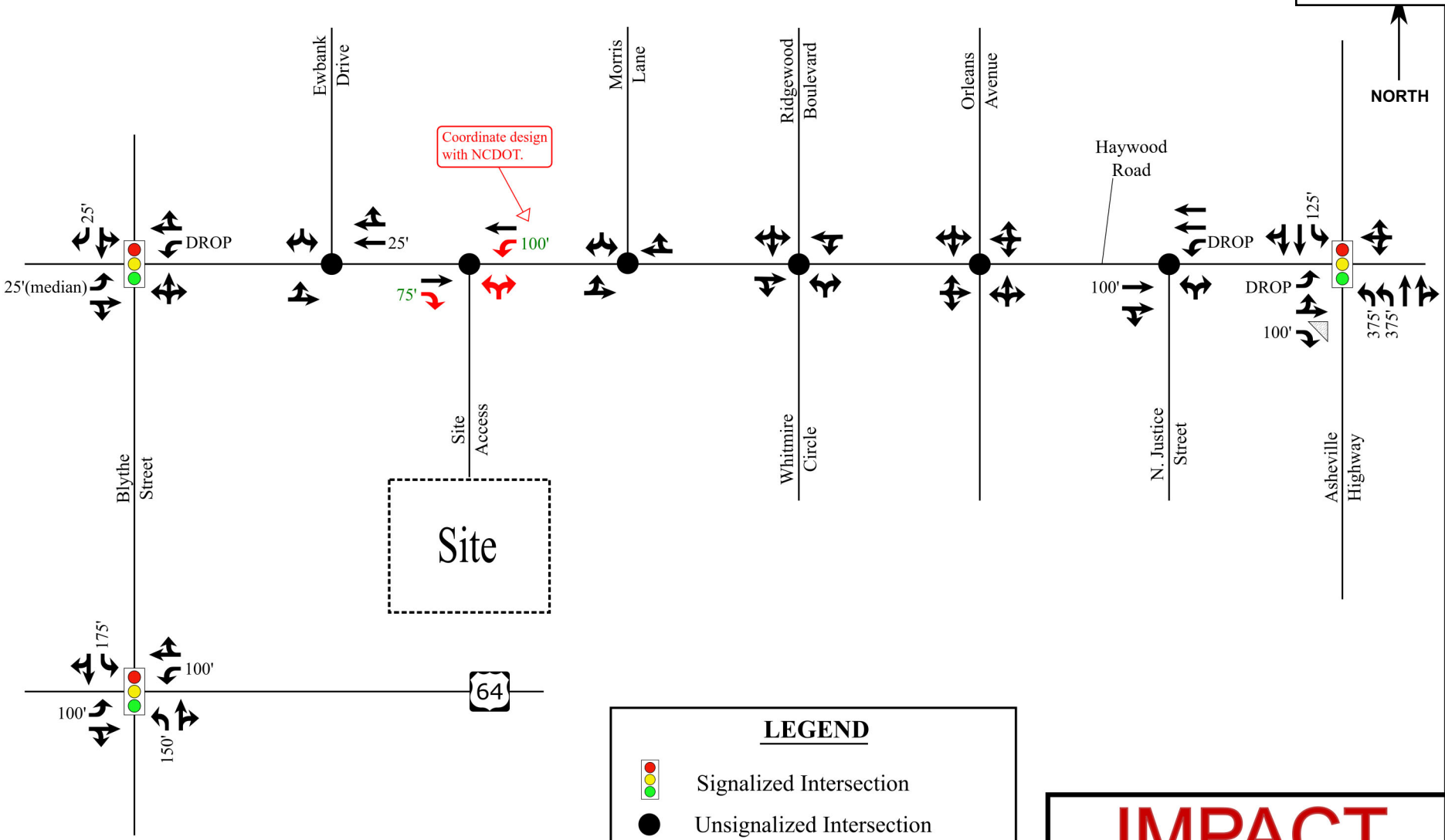
For the purpose of this analysis, the study intersections listed above were analyzed under the following scenarios:

- Existing (2024) Conditions
- No-Build (2028) Conditions
- Build (2028) Conditions

Traffic operations during the AM and PM peak hours were modeled for each scenario. The results of each scenario were compared to determine impacts from background traffic growth and the proposed development.

Recommendations:

- Construct a westbound left turn lane on Haywood Road at the site access with at 100 feet of full width storage. Final design to be coordinated with NCDOT during permitting.
- Construct an eastbound right turn lane on Haywood Road at the site access with 75 feet of full width storage. Final design to be coordinated with NCDOT during permitting.



LEGEND

- Signalized Intersection
- Unsignalized Intersection
- Existing Lane
- Recommended Improvement
- NCDOT Required Improvement
- X' Storage (feet)
- X' Recommended Storage (feet)
- X' NCDOT Required Storage (feet)

IMPACT
Designs, Inc.

LEO Haywood Cottages
Hendersonville, NC

Proposed Lane Configurations and Traffic Control

Scale: Not to Scale | Figure

Kimley»Horn

October 1, 2025

Lew Holloway & Sam Hayes
City of Hendersonville
Community Development Department
160 6th Avenue E
Hendersonville, NC 28712

RE: *LEO Haywood Cottages TIA Review*

Dear Lew & Sam,

At the request of the City of Hendersonville, Kimley-Horn has conducted a review of the traffic impact analysis (TIA) prepared for LEO Haywood Cottages dated September 15th, 2025 by Impact Designs, Inc. The proposed site is 180 single family attached homes located on the south side of Haywood Road east of Blythe Street. Access to the site is proposed via a full movement access on Haywood Road.

The analyses contained with the TIA were reviewed for conformance with the traffic impact analysis guidelines presented within the NCDOT *Policy on Street and Driveway Access to North Carolina Highways*, NCDOT *Congestion Management Capacity Analysis Guidelines*, and City of Hendersonville *Zoning Ordinance.* This memo outlines our technical review of the TIA and corresponding recommendations.

TECHNICAL REVIEW COMMENTS

The following observations are offered based on our technical review of the TIA as submitted and should be addressed as appropriate:

NCDOT Scoping Checklist

- Traffic Counts
  - It was noted in the NCDOT checklist that new counts would be collected at all intersections. Section 2.1 of the report noted that a mix of December 2024 and September 2025 counts were used, and the existing year was set at 2024 to be conservative. This should not have an impact on the results, just a discrepancy from the initial scoping agreement.

Existing & Proposed Laneage Figures

- Haywood Road at Asheville Highway
  - The NB left turn lanes are noted as 325’ of storage but are modelled in Synchro as 375’.

Existing Volume Figure

- Haywood Road at Ewbank Drive
  - The PM peak hour WB through volume is noted as 546 but is 520 in the traffic counts
- Haywood Road at Justice Street
  - The AM peak hour EB through volume is noted as 492 but is 469 in the traffic counts
  - The AM peak hour WB through volume is noted as 356 but is 322 in the traffic counts

- The PM peak hour EB through volume is noted as 447 but is 401 in the traffic counts
- The PM peak hour WB through volume is noted as 520 but is 491 in the traffic counts

- Haywood Road at Blythe Street
  - The AM peak hour EB through volume is noted as 413 but is 350 in the traffic counts
  - The AM peak hour WB through volume is noted as 226 but is 199 in the traffic counts
  - The PM peak hour EB through volume is noted as 315 but is 289 in the traffic counts

Appendix

- Pedestrian Analysis Reports
  - The Pedestrian Analysis Report is noted as Appendix G in the report but is Appendix F in the Appendix

SYNCHRO

All Scenarios

- Node Numbers
  - Node numbers do not follow the order of the NCDOT checklist or any other logical number system. This makes reviewing synchro report print outs difficult.

RECOMMENDATIONS

- Haywood Road at Asheville Highway
  - The southbound approach at this intersection experiences LOS degradation from B to C in the AM peak hour. However, as noted in the report, this is due to an increase of delay of just 8% and the Background LOS being on the cusp of two levels of service. The site is proposed to have minimum impact and the intersection still performs acceptably. Therefore, no improvements are necessary.
- Haywood Road at Orleans Avenue
  - The northbound and southbound approaches at this intersection experience LOS degradation from C to D in the PM peak hour. However, as noted in the report, the delay is still acceptable for an unsignalized minor street approach. The site is proposed to have minimum impact and the intersection still performs acceptably. Therefore, no improvements are necessary.
- Turn Lanes
  - Right Turn Lane Warrant
    - The right-turn lane warrants note that the opposing right turn lane is default 100 vph, while the note in the top right corner of the warrants state that the right turn should be 100 vph as a MINIMUM, not the default. With this revision in place, it is expected that a right turn-lane with 50’ of storage would be warranted at the site access.
  - Turn Lane Tapers
    - Due to the proximity of the Haywood Road and Blythe Street existing westbound left-turn lane to the proposed site access, coordination with NCDOT is needed to determine an appropriate cross-section for the recommended left-turn lane into the site.

CONCLUSIONS

Based on a technical review of the TIA as submitted, the analysis as stated should be updated to address technical issues found in the report and clarification should be provided on traffic count discrepancies if not revised. All noted discrepancies, however, are minor and it is not expected that there would be any changes to the recommendations once revised with the exception of the right-turn lane.

Should you have any questions or comments, please do not hesitate to contact me at (864) 501-2730 or melissa.helbert@kimley-horn.com.

Sincerely,

Melissa Helbert-Pogoloff

Melissa Helbert-Pogoloff, P.E.
Project Manager

Chapter 4 - The Vision for the Future

SUPPLY, SUITABILITY, & INTENSITY

LAND SUPPLY MAP (Pg. 81, Figure 4.4)

LAND SUITABILITY MAP (Pg. 84-86, Figure 4.5-4.7)

DEVELOPMENT INTENSITY MAP (Pg. 89, Figure 4.9)

FUTURE LAND USE & CONSERVATION M

Future Land Use and Conservation Map

Character Area Description (Pg. 122-131)
Zoning Crosswalk
Requested Future Land Use Designation

Requested Character Area Description

Zoning Crosswalk

Hendersonville

Consistent	Inconsistent	Staff Notes
Consistent		Noted as "underdeveloped"
Consistent		Noted as "most suitable"
	Somewhat Inconsistent	Noted as being in an area that should see "low intensity" development. Low intensity development. The development intensity map is designed to show where development should take place. The Comprehensive Plan states that "[development should] be intentional about the reuse of developed parcels thereby minimizing the expansion of existing development footprint. The designation of low intensity is due to the parcels proximity being located in a periphery area.
AP		
Family/Neighborhood Living (FNL)		

	Somewhat Inconsistent	**Character Area Description:** This area is characterized by moderate-density residential development. It is comprised of single-family detached homes on lots typically ranging from 1/3 acre to 1/8 acre. Improved open spaces in the form of pocket and neighborhood parks are interspersed, and greenway trails within are located to connect such parks as well as provide links to trails and walkways in neighboring development. Conservation design, which includes more open space in exchange for smaller minimum lot sizes, may be a preferred approach to residential development, especially if higher gross densities can be achieved. **Staff Analysis:** Staff found this to be somewhat inconsistent with the character area description, given the proposal's inclusion of duplexes, triplexes, and quadplexes; minimum lot sizes that are significantly smaller than the stated 1/3- to 1/8-acre range; and the lack of conservation design in exchange for reduced minimum lot sizes.
Consistent		
Multi-Generational Living (MGL)		

Consistent		This area is characterized by mixed residential development and a limited amount of small scaled neighborhood-serving commercial. It is comprised of a variety of homes, mixing detached and attached (e.g., townhomes and duplexes) units with a lesser amount of multi-family units. The combination of housing types are intended to create intergenerational neighborhoods. Improved open spaces in the form of greens, pocket parks, and neighborhood parks are interspersed. Lot sizes are similar to those in FNL, but with increased densities. Attached units, typically up to 2.5 stories tall, should incorporate design elements reflecting traditional singlefamily homes and “missing middle” housing, such as front porches, balconies, stoops, recessed or detached garages, and pitched roofs. In bustling urban landscapes, the need for improved interconnectivity of streets has become paramount. Creating an interconnected street network isn’t just about convenience; it’s about relieving congestion, reducing travel times, and enhancing the provision of essential services. By weaving together a seamless web of roads and pathways, smoother traffic
Consistent		Though currently showing as inconsistent in the Comprehensive Plan, the changes to Planned Residential Development that were recently made make MGL the ideal future land use for this zoning district.

Leo at Hendersonville

Chapter 4 - The Vision for the Future	Consistent
GOALS	
Vibrant Neighborhoods (Pg. 93)	
Promote lively neighborhoods that increase local safety.	Consistent
Enable well-maintained homes, streets, and public spaces.	Consistent
Promote diversity of ages (stage of life), income levels, and a range of interests.	Consistent
The design allows people to connect to nearby destinations, amenities, and services.	Somewhat Consistent
Abundant Housing Choices (Pg. 93)	
Housing provided meets the need of current and future residents.	Consistent
Range of housing types provided to help maintain affordability in Hendersonville.	Consistent
Housing condition/quality exceeds minimum standards citywide	Consistent
Healthy and Accessible Natural Environment (Pg. 94)	
Recreational (active and passive) open spaces are incorporated into the development.	Consistent
Water quality is improved with the conservation of natural areas that serve as filters and soil stabilizers.	Consistent
Natural system capacity (floodplains for stormwater; habitats to support flora/fauna; tree canopy for air quality, stormwater management, and microclimate) is maintained.	
Development is compact (infill/redevelopment) to minimize the ecological footprint.	
New development respects working landscapes (e.g., orchards, managed forests), minimizing encroachment.	Consistent
Authentic Community Character (Pg. 94)	

Downtown remains the heart of the community and the focal point of civic activity	Consistent
A development near a gateway sets the tone, presenting the image/brand of the community.	Consistent
Historic preservation is utilized to maintain the city's identity.	
City Centers and neighborhoods are preserved through quality development.	Consistent
Safe Streets and Trails (Pg. 95)	

Interconnectivity is promoted between existing neighborhoods through the building out of street networks, including retrofits and interconnectivity of new developments.	
Access is increased for all residents through the provision of facilities that promote safe walking, biking, transit, automobile, ride share, and bike share.	Consistent
Design embraces the principles of walkable development.	Consistent
Reliable & Accessible Utility Services	
Wastewater treatment (service and capacity) adequately serves existing and future development	Consistent
A compact service area (infill, redevelopment) maximizes the utilization of existing infrastructure and feasible service delivery.	Consistent
Satisfying Work Opportunities (pg. 96)	
The development promotes quality job options.	NA
The lives of residents are enriched with opportunities to learn, build skills, and grow professionally.	NA
Welcoming & Inclusive Community	
Accessibility exceeds minimum standards of ADA, fostering residents' and visitors' sense of belonging.	Consistent
An inviting public realm (i.e., parks, public buildings) reflects the attitudes of city residents and leaders, and helps residents develop a sense of place and attachment to Hendersonville.	Consistent
Accessible & Available Community Uses and Services (Pg. 97)	
Private development is plentiful, meeting the demands of current and future populations.	Consistent
Resilient Community	
N/A	
GUIDING PRINCIPALS (pg. 98)	
Mix of Uses (Pg. 98)	
Revitalization of Outdated Commercial Areas	NA
New business and office space promotes creative hubs.	NA
Compact Development (Pg. 100)	
Development is consistent with efforts in the area to establish 15-minute neighborhoods.	Consistent
The infill project is context sensitive [Large Infill Site].	Consistent
Sense of Place (Pg. 102)	
The development contributes to Hendersonville's character and the creation of a sense of place through its architecture and landscape elements. [Place keeping and Placemaking and 3rd Places]	Consistent
Conserved & Integrated Open Spaces (Pg. 106)	

A diverse range of open space elements are incorporated into the development.	Consistent
Desirable & Affordable Housing (Pg. 108)	
Missing middle housing concepts are used in the development.	Consistent
Connectivity (Pg. 112)	
The development encourages multimodal design solutions to enhance mobility.	Somewhat Consistent
Efficient & Accessible Infrastructure (Pg. 114)	
The development utilizes existing infrastructure	Consistent

Inconsistent	Staff Notes
	While the development is proposing ameneties such as a greenway access and sidewalks along 191, the property is disconnected from surrounding neighborhoods.
Somewhat Inconsistent	The extensive grading proposed for the property will significantly impact the site. While the applicant is providing stream bank and wetland protections as required by the City's ordinance, the level of grading across the remainder of the site has the potential to degrade the site's natural habitat.
Somewhat Inconsistent	The mass grading on the upper portion of the site will have significant impact. The decrease in the number of units and the implementation of alteranative grading such as terraced grading could have lesser impacts.

Inconsistent	The property was identified in a 2000 historic architectural survey as potentially eligible for listing in the National Register of Historic Places. The survey documents several historic buildings on the property, including a historic house dating to circa 1906. The property is considered eligible under Criteria A and C of the National Register. Eligibility under Criterion A is based on the site's representation of summer estates constructed by wealthy vacationers in the mountains of Henderson County during the late nineteenth and early twentieth centuries. Eligibility under Criterion C is based on the tract's embodiment of turn-of-the-century summer estate architecture. The estate buildings, entry drive, undeveloped setting, and views were all identified as important elements of the site's historic character. https://files.nc.gov/ncdcr/historic-preservation-office/PDFs/ER_99-7801.pdf Due to the destruction of the historic house and the extensive grading proposed for the property, which will significantly alter the historic landscape, staff determined that historic preservation is not being utilized in the development of the site and therefore found the proposal to be inconsistent.

Somewhat Inconsistent	The development does not connect to existing neighborhoods adjacent to the site, primarily because the property is landlocked on three sides, with access only along the frontage on Highway 191.
NA	
NA	
NA	
NA	

	While the development incorporates elements that support pedestrian and vehicular movement, it does not adequately prioritize or integrate transit-oriented design solutions. The site lacks clear connections to existing or planned transit services, as well as features that would support convenient and accessible transit use. Without meaningful consideration of transit access and integration, the development falls short of encouraging a fully multimodal approach to mobility.

NEIGHBORHOOD COMPATIBILITY MEETING REPORT
LEO AT HENDERSONVILLE (25-48-CZD)
NCM MEETING DATES: JUNE 30TH, 2025 (CITY HALL)
AUGUST 19TH, 2025 (BLUE RIDGE COMMUNITY COLLEGE)

PETITION REQUEST: Rezoning: Planned Residential Development- Conditional Zoning District (PRD-CZD)
APPLICANT/PETITIONER: Advenir Azora Development (Scott Weathers) [Applicant], Jeffrey Justus [Owner]

NEIGHBORHOOD COMPATIBILITY MEETING SUMMARY:

A Neighborhood Compatibility Meeting was held for this project on June 30th, 2025 at 2pm in the 2nd floor meeting room of City Hall, 160 6th Ave. E. and via Zoom. There was overflow space in the 3rd floor meeting room. The meeting was at capacity, and several people had to be turned away. A second meeting was scheduled at Blue Ridge Community College on August 19th, 2025 at 5:30 PM. Both meetings lasted approximately 1 hour and 45 minutes.

The list of members of the public who attended both meetings is included in this staff report, along with full minutes from both of the meetings. At the first meeting, there were 115 citizens in attendance. At the second meeting, there were 135 citizens in attendance. The applicant and their development team were present as were 4 members of City staff at both of the meetings.

Staff gave the formal introduction and a brief overview of the request.

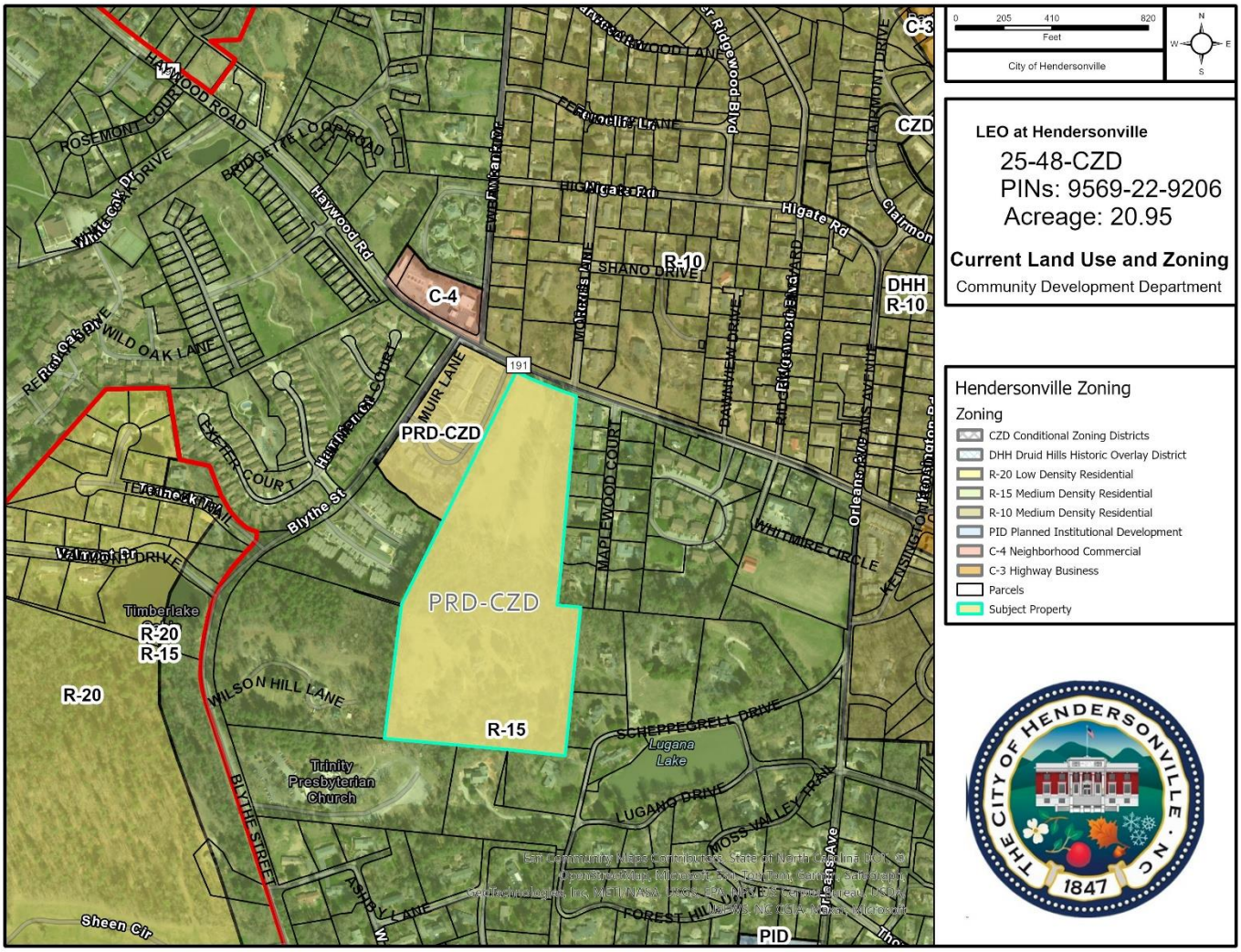
For the first meeting, there were 57 pre-submitted public comments. For the second meeting, there were 7 pre-submitted public comments. The comments were shared with the developers beforehand, but were not read at the meeting given time constraints and the large number of people in-person wishing to speak.

The development team presented their project proposal for the proposed development.

Concerns and questions from the public related to:

- Concern about increased traffic on Haywood Road (NC 191)
- Questions regarding the number of daily vehicle trips the development would generate
- Concerns about compatibility with surrounding neighborhoods
- Desire for increased tree canopy across the site to help mitigate heat
- Question about whether alternative locations were considered

- *Questions about the site's stormwater system and whether it can handle a major storm event*
- *Whether a study was conducted to determine the need for additional housing in*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Feet
City of Hendersonville
N
W E
S
LEO at Hendersonville
25-48-CZD
PINs: 9569-22-9206
Acreage: 20.95
Current Land Use and Zoning
Community Development Department
Hendersonville Zoning
Zoning
CZD Conditional Zoning Districts
DHH Druid Hills Historic Overlay District
R-20 Low Density Residential
R-15 Medium Density Residential
R-10 Medium Density Residential
PID Planned Institutional Development
C-4 Neighborhood Commercial
C-3 Highway Business
Parcels
Subject Property
PRD-CZD
C-4
R-10
DHH
R-10
CZD
C-3
R-20
R-15
R-20
R-15
PID
PRD-CZD
Haywood Road
Bridgette Loop Road
Rosemont Court
White Oak Dr
Drive
Wild Oak Lane
Red Oak Drive
Muir Lane
Exeter Court
Hamilton Court
Blythe St
Teresa Trail
Valmont Dr
Timberlake
Wilson Hill Lane
Blythe Street
Trinity Presbyterian Church
Sheen Cir
Ashby Lane
Forest Hill Drive
Scheppegrell Drive
Lugano Lake
Lugano Drive
Moss Valley Trail
Maplewood Court
Whitmire Circle
Kensington Dr
Orleans Rd
Clairmont Drive
Higgate Rd
Shano Drive
Ridgewood Blvd
Ewe Farm Lane
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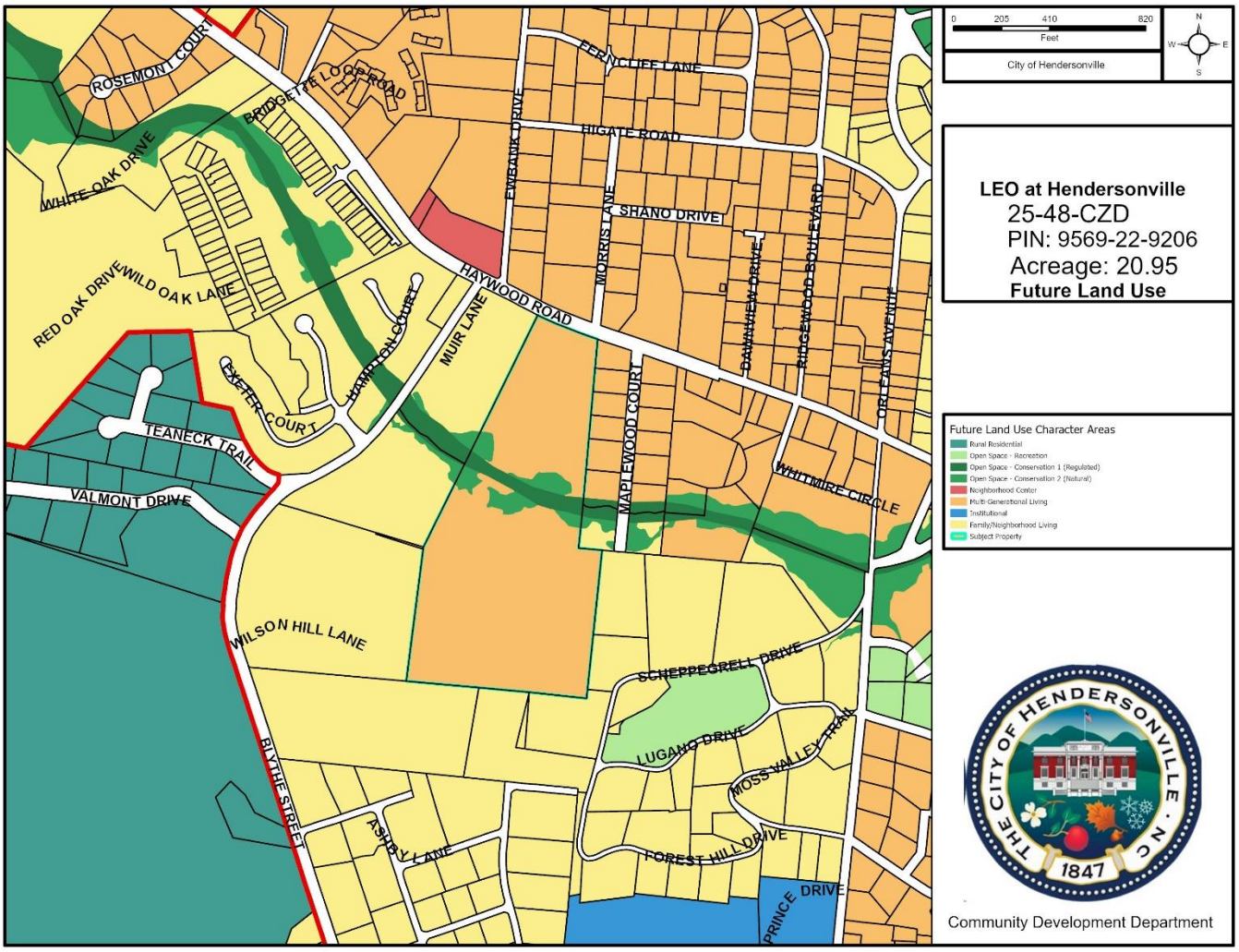
ROSEMONT COURT
BRIDGETTE LOOS ROAD
WHITE OAK DRIVE
RED OAK DRIVE
WILD OAK LANE
FERNCLIFF LANE
EWBANK DRIVE
HUGATE ROAD
MORRIS LANE
SHANO DRIVE
HAYWOOD ROAD
HAMPTON COURT
MUIR LANE
EXETER COURT
TEANECK TRAIL
VALMONT DRIVE
MAPLEWOOD COURT
DANNEMORA DRIVE
RIDGEWOOD BOULEVARD
ORLEANS AVENUE
WILTMIRE CIRCLE
WILSON HILL LANE
SCHEPPEGRELL DRIVE
LUGANO DRIVE
MOSS VALLEY TRAIL
BLYTHE STREET
ASHBY LANE
FOREST HILL DRIVE
PRINCE DRIVE
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City of Hendersonville
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LEO at Hendersonville
25-48-CZD
PIN: 9569-22-9206
Acreage: 20.95
Future Land Use
Future Land Use Character Areas
Rural Residential
Open Space - Recreation
Open Space - Conservation 1 (Regulated)
Open Space - Conservation 2 (Natural)
Neighborhood Center
Multi-Generational Living
Institutional
Family/Neighborhood Living
Subject Property
THE CITY OF HENDERSONVILLE · N.C.
1847
Community Development Department

Ordinance #___-____

AN ORDINANCE OF THE CITY OF HENDERSONVILLE CITY COUNCIL TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF HENDERSONVILLE FOR A PARCEL POSSESSING PIN NUMBER: 9569-22-9206 BY CHANGING THE ZONING DESIGNATION FROM R-15 MEDIUM DENSITY RESIDENTIAL TO PRD-CZD, PLANNED RESIDENTIAL DEVELOPMENT CONDITIONAL ZONING DISTRICT

IN RE: Parcel Number: 9569-22-9206
Address: 1741 Haywood Road
LEO at Hendersonville: (File # 25-48-CZD)

WHEREAS, the City is in receipt of a Conditional Rezoning application from applicant, Scott Weathers (Advenir Azora Development) and property owner Jeffrey Justus, for the construction of a of 180 duplexes, triplexes, and quadplexes on approximately 20.95 acres, and

WHEREAS, the Planning Board took up this application at its regular meeting on December 11th, 2025; voting 6-0 to recommend/not recommend City Council approve an ordinance amending the official zoning map of the City of Hendersonville, and

WHEREAS, City Council took up this application at its regular meeting on January 7th, 2025, and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Hendersonville, North Carolina:

1. Pursuant to Article XI of the Zoning Ordinance of the City of Hendersonville, North Carolina, the Zoning Map is hereby amended by changing the zoning designation of the following: Parcel Number: 9569-22-9206, changing the zoning designation from R-15 Medium Density Residential to PRD-CZD, Planned Residential Development Conditional Zoning District.

2. Development of the parcel pursuant to this Ordinance is subject to the following.

    a. Development shall comply with the master site plan submitted by the applicant dated 12/19/25, including the conditions listed therein, [and/or as modified and presented to City Council][and/or including modifications approved by City Council which shall be added to the site plan. The updated site shall be submitted to the City at or before the applicant's execution of this Ordinance].

    b. Permitted uses shall include:

        i. 180 Residential dwellings, two three, and four-family

    c. Additional conditions that shall be satisfied prior to final site plan approval include:
        i.

3. Except where modified by the terms of this Ordinance, development of the parcel(s) shall occur in accordance with the final site plan requirements of Article VII of the Zoning Ordinance of the City of Hendersonville, North Carolina.

4. Except where explicit relief is granted by the terms of this Ordinance, the development of the parcel(s) shall occur in accordance with all applicable standards within local ordinances and policies.

    This ordinance shall be not be effective until the list of use(s) and conditions, established herein, is consented to in writing by the applicant and all owners of the subject property. Upon such written consent, this ordinance shall be effective retroactive to the date of its adoption.

Adopted this X day of Month, 2025.

Attest: Barbara G. Volk, Mayor, City of Hendersonville

_____

Jill Murray, City Clerk

Approved as to form:

_____

Angela S. Beeker, City Attorney

With their signatures below, the undersigned applicant(s) and property owner(s) consent to and agree to all conditions imposed pursuant to the terms of this Ordinance.

IN RE: Parcel Numbers: 9569-22-9206
Address: 1741 Haywood Road
Leo at Hendersonville: (File # 25-48-CZD)

Applicant/Developer: Scott Weathers, Advenir Azora Development

Signature:_____

Printed Name:_____

Title: _____

Date:_____

Property Owner: Jeffrey Justus

Signature:_____

Printed Name:_____

Title:_____

Date:_____

City Council:
Barbara G. Volk
Mayor
Lyndsey Simpson
Mayor Pro Tem
Dr. Jennifer Hensley
Melinda Lowrance
Jeffery L. Miller

CITY OF HENDERSONVILLE
The City of Four Seasons
Community Development Department
Planning Division

Officers:
John F. Connet
City Manager
Angela S. Beeker
City Attorney
JILL MURRAY
City Clerk

25-48-CZD package

WORKSPACE INFORMATION

Application number
25-48-CZD

Category
Conditional Rezoning

Workspace state
Application complete

Workspace created
05/15/2025, 4:40:28 PM EDT

Application submitted
07/03/2025, 10:18:30 AM EDT

Assignee

Package generation date
10/02/2025, 2:08:33 PM EDT

LOCATION INFORMATION

Address
1741 HAYWOOD RD, Hendersonville, NC

Property information
4687,

PARTIES

NAME AND COMPANY	CONTACT DETAILS	ROLES
Zak Swafford Advenir Azora Development	13830 58th Street N 410 Clearwater [redacted]	Applicant
Jeffrey JUSTUS	640 CREST RD Flat Rock [redacted]	Property owner
	[redacted]	Applicant
JUSTUS, JEFFREY	640 CREST RD FLAT ROCK NC 28731 7731 [redacted]	Property owner

Conditional Zoning District Petition (CZD)

Required Information	
Scheduled Neighborhood Compatibility Meeting - NCM Date 06/30/2025	NCM Time 2:00 PM
Transportation Impact Analysis - (if applicable) Required for complete application but not due until 24 calendar days prior to Planning Board Meeting	

Information		
Type of Development: Residential	Current Zoning R-15 Medium Density Residential	Proposed Zoning: Planned Residential Development Conditional Zoning
Total Acerage 21.3	Proposed Building Square Footage: 156816.0 sq.ft.	Number of Dwelling Units: 180
List of Requested Uses: Residential dwellings, two, three and four-family		

Zoning-Applicant (Developer) Company Information

Applicant (Developer) Company Information	
Authorized Representative Name: Scott Weathers	Company Name (if applicable, check corresponding box below) Advenir Azora Development

Company Type:

- ☐ Corporation:
- ☑ Limited Liability Company:
- ☐ Trust:
- ☐ Partnership:
- ☐ Other:

If other:

Authorized Representative Title (if applicable - i.e. Member/Manager, President, etc.)

Development & Construction Manager

Zoning-Property Owner Company Information

Property Owner Company Information (if different from Applicant)

Authorized Representative Name:
Jeffrey Justus

Company Name (if applicable, check corresponding box below)

Company Type:

- ☐ Corporation:
- ☐ Limited Liability Company:
- ☐ Trust:
- ☐ Partnership:
- ☐ Other:

If other:

Authorized Representative Title (if applicable - i.e. Member/Manager, President, etc.)

Pre-Consultation Form

Project Description

Project Description

Advenir Azora Development (AAD) is proposing the Rezoning of parcel 9569229206, located at 1741 Haywood Road, from R-15 Medium Density Residential to Planned Residential Development Conditional Zoning (PRDCZ), while adhering to the description of the current Future Land Use of Family Neighborhood Living. The Build-to-Rent development will consist of 180 single-family 1BR, 2BR, and 3BR attached cottages and townhome units, ranging in size from ~600 SF to ~1500 SF at approximately 8.47du/ac.

Total Project Area (acres)	Total Lots/Units	Current Zoning District
21.25	180	R-15 Medium Density Residential

Proposed Zoning District	Proposed Meeting Date Option 1	Proposed Meeting Date Option 2
Planned Residential Development Conditional Zoning	06/02/2025	06/04/2025

Proposed Meeting Time Option 1	Proposed Meeting Time Option 2
1:00 PM	2:00 PM

PRE-CONSULTATION

Application id
US-NC30720-P-2025-91

Category
Conditional Rezoning

Workspace status
Application complete

Requested date and time
05/27/2025, 3:52:53 PM EDT

Zoning
-

Pre-consultation status
Completed

PARTIES

NAME AND COMPANY	CONTACT DETAILS	ROLES
Zak Swafford Advenir Azora Development	13830 58th Street N 410 Clearwater [redacted]	Applicant
JUSTUS, JEFFREY	640 CREST RD FLAT ROCK NC 28731 7731 [redacted]	Property owner

MEETINGS

DATE OF THE MEETING	START TIME	END TIME	TOPIC	MEETING NOTES	RESULT
06/10/2025	9:00 AM	10:00 AM	Pre-Application Meeting	Staff present-Matt, Tyler and Sam. Topics Discussed- New PRD Standards and how they impact the proposed plans, the need for connectivity to other adjacent underdeveloped parcels, building the main street through the development to public street standards, comprehensive plan consistency and if MGL would be appropriate, mentioned that the site was identified for a potential national registered historic place back in the early 2000s.	Held

NOTES:

- PRIOR TO ISSUING A CERTIFICATE OF OCCUPANCY FOR PLANNED DEVELOPMENTS, DOCUMENTATION SHALL BE IN PLACE TO INFORM PROPERTY OWNERS OF THE STREAM BUFFER PRESENCE AND LOCATION ALONG WITH MANAGEMENT AND MAINTENANCE REQUIREMENTS. DOCUMENTATION SHALL BE IN A FORM THAT WILL RUN WITH THE PROPERTY SUCH AS INCLUSION IN COVENANTS, CONDITIONS AND RESTRICTION DOCUMENTS OR DEED REFERENCE.
- FOR PLANNED DEVELOPMENTS AND COMMERCIAL USES, PERMANENT BOUNDARY MARKERS, IN THE FORM OF SIGNAGE APPROVED BY THE PLANNING DEPARTMENT, SHALL BE INSTALLED ONCE THE LAND DISTURBING ACTIVITY OR DEVELOPMENT IS COMPLETE. CLEARLY VISIBLE STREAM BUFFER BOUNDARY MARKERS SHALL BE PLACED ALONG THE OUTSIDE EDGE OF THE STREAM BUFFER AND SPACED AT A MAXIMUM EVERY 100'.

LEGEND

	DESCRIPTION	HT. / SF
	Clubhouse Leasing	27'-0" 1,454 SF
	Clubhouse Fitness	27'-0" 1,456 SF
	Pool House	20'-0" 636 SF
	Maintenance	15'-6" 580 SF
	Garage: 3 Door	16'-6" 792 SF

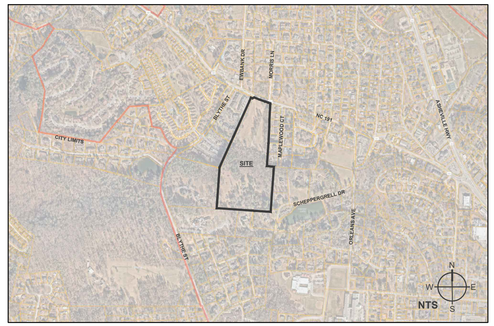
	COTTAGE	HT. / SF
	1BR-2BR Duplex	19'-6" 728 SF
	2BR-2BR Duplex	19'-6" 1,044 SF
	1BR Stacked Duplex	27'-0" 624 SF
	2BR Row House Twin	31'-6" 1,365 SF

	DESCRIPTION	HT. / SF
	2BR Row House (16' wide) - 2 Pack	29'-6" 1,152 SF
	3BR Row House (16' wide) - 2 Pack	29'-6" 1,400 SF
	3BR Row House (16' wide) - 4 Pack	30'-0" 1,400 SF

Conditions Table

Developer Proposed Conditions

1. Minimum 25' building setback throughout the perimeter of the property.
2. A minimum 40% of the existing tree canopy will be preserved.
3. The site will maintain a minimum 55% open space.
4. The site will maintain a minimum 16% common open space.
5. All exterior walls will have at least one window or doorway per floor. The garage bays are excluded from this requirement.
6. All units will include a private fenced backyard.
7. All open space and amenities will be professionally managed and maintained in perpetuity by the property owner.
8. The transitional stream buffer shall be reduced to 0' for the area indicated in the preliminary site plan.
9. A maximum road slope of 12% is permitted for access road to the back phase of the project as noted on the preliminary site plan.
10. The developer will either provide a secondary emergency access point or will provide fire sprinklers in every building/unit.
11. Developer shall construct a greenway trail in coordination with the planning department and subsequently dedicate an easement to the city that is 50' wide for the location of the greenway trail. Utility infrastructure, roadways, and pedestrian pathways will be permitted within the 50' easement.
12. The developer shall construct a westbound left turn lane on Haywood road at the site access with at least 50 feet of storage. The final design shall be done in coordination with NCDOT.
13. The developer shall construct an eastbound right turn lane on Haywood road at the site access with at least 50 feet of storage. The final design shall be done in coordination with NCDOT.
14. Fencing or other appropriate safety measures shall be installed at the top of every retaining wall greater than 30" in height.
15. Stormwater features will be constructed to the 25-year storm level.



VICINITY MAP

Project Information - August 19th, 2025	
Project Title	LEO Hendersonville
Developer	Advenir Azora Development, LLC
Property Owner	Justus, Jeffrey
Design Team	Architect | Nequette Architecture
	LA | Lorberbaum McNair & Associates
	Civil Engineer | SeamonWhiteside
Tax Map Number	9569229206 (Primary Corporate City Limits)
Existing Zoning	R-15
Proposed Zoning	PRD-CZD
Proposed Use	Residential Dwellings (2/3/4 Family)
Principle Structure Setbacks	Front: 40' | Reduced to 0' - Parking Situated to Rear & Screened From ROW | Front Facing Garages = 45' Min. SB Side: 5' Min. | Rear: 20' Min.
Buffers	Buffer: 8' Type (A) Adjacent to Residential
Building Height	35' Max. Height
Parking Required	1 Space / Dwelling Unit **OR** 1.5 / Dwelling Unit ≥ 3 Bedrooms
Parking Provided	**180** Dwelling Units (44 ≥ 3 Bedrooms) - 202 Spaces Req. Provided: 330 spaces (Includes Garage Spaces)

Site Coverage	
Total Project Area	± 21.25 AC
Buildings	± 3.58 AC | 16.9 % Site Coverage
Open Space	**Open Space**
	± 13.5 AC | 63.5 % Site Coverage
	Common Open Space
	± 2.1 AC *Open Water / Wetland / Floodplain (50%)*
	± 0.3 AC *Amenity* | 1.25 AC *Sidewalks*
	± 2.23 AC *Unimproved Area (Natural Features)*
	Total: ± 4.43 AC (20.8 %) **N/I ± 0.4 AC ≥ 33% Slope**
Streets & Parking	± 3.75 AC | 17.6 % Site Coverage
Stormwater Detention	± 0.42 AC | 2 % Site Coverage

General Notes

1) All streets shall be built to public street standards - See Cross Section 5-14-4.4
2) Property owner responsible for perpetual maintenance of common open space.
3) Proposed project to be constructed & completed as one phase.
4) Any removed frontage sidewalks will be replaced with current standards.
5) This property is located within the primary corporate city limits.

Adjacent Properties		
Tax Map Number	**Owner**	**Zoning Designation**
9569226965	BLYTHE COMMONS HOA, INC	PRD-CZD
9569222593	BRITTON CREEK CONDOMINIUMS	R-15
9569220061	917 BLYTHE LLC	R-15
9569213424	TRINITY PRESBYTERIAN CHURCH OF HENDERSONVILLE	R-15
9569217375	CARR, EUGENE M III + CARR, SALLIE M	R-15
9569311542	HODGE, BRYAN K + HODGE, ANNE C	R-15
9569312795	WHATTON, DAVID HERBERT + LEE, HEATHER SANGEUN	R-15
9569323013	BINFORD, JOHN C. + BINFORD, MEREDITH C.	R-15
9569322300	LORD, ANNAH RUTH NESBITT + LORD, JOHN ROBERT DAVIS	R-15
9569322427	BRYSON, ROBYN S + BRYSON, DAVID K	R-15
9569322641	GALLOWAY, WILLIAM B. + GALLOWAY, JILLIAN C.	R-15
9569322752	ROGER DALE PARHAM & JUDITH ELAINE SMITH PARHAM REVOCABLE TRUST	R-15
9569322863	MACE, SYDNEY M	R-15
9569322973	BRACKETT, SERETA N	R-15
9569332073	BISHOP, CARLTON REID + BISHOP, ALISA DAWN	R-15

Preliminary Unit Mix		
Type	**Area**	**Provided**
1 BR - Duplex (1 BR & 2 BR)*	728 sf	30
1 BR - Stacked Duplex (Lower)*	624 sf	4
1 BR - Stacked Duplex (Upper)*	624 sf	4
2 BR - Duplex (1 BR & 2 BR)*	1,064 sf	30
2 BR - Duplex (2 BR & 2 BR)*	1,064 sf	4
2 BR - Townhome (Mini)*	1,152 sf	44
2 BR - Townhome (Twin)	1,365 sf	20
3 BR - Townhome (16' Wide)	1,430 sf	44
* Indicates Half-Units Under 1,200 sf		**180 Units Total**

Conditions Table

City Proposed Conditions

1) The retaining wall on the eastern boundary measuring approximately 90' and the retaining wall on the western boundary measuring approximately 45' shall be setback from the property line 25'.

SITE LEGEND

- HEAVY DUTY ASPHALT PAVEMENT
- STANDARD DUTY ASPHALT PAVEMENT
- NCDOT ASPHALT PAVEMENT
- CONCRETE - SIDEWALK
- PROPERTY LINE
- BUILDING SETBACK
- ADJACENT PARCEL BUFFER
- RETAINING WALL
- PARKING COUNT (12)

SEAMONWHITESIDE
MOUNT PLEASANT, SC
843.884.1667
GREENVILLE, SC
864.298.0534
SUMMERVILLE, SC
843.972.0710
SPARTANBURG, SC
864.272.1272
CHARLOTTE, NC
980.312.5450
RALEIGH, NC
980.312.5450
WWW.SEAMONWHITESIDE.COM

NORTH CAROLINA
SEAMON, WHITESIDE & ASSOCIATES, INC.
NO. C-2466
CERTIFICATE OF AUTHORIZATION

NOT FOR CONSTRUCTION

LEO LIVING HENDERSONVILLE

1741 HAYWOOD RD | TMS: 9569-22-9206
HENDERSONVILLE, NORTH CAROLINA

SD SET
(NOT FOR CONSTRUCTION)

SW+ PROJECT: 11808
DATE: 12/19/2025
DRAWN BY: AC | NH
CHECKED BY: AD | DM

REVISION HISTORY

PRELIMINARY SITE PLAN

C5.0 257

901 WANDO PARK BOULEVARD, SUITE 200, MOUNT PLEASANT, SC 29464 | JUDSON MILLS BUILDING 6000, 701 EASLEY BRIDGE RD, SUITE 6060, GREENVILLE, SC 29611 | 220 PETERSON DR., CHARLOTTE, NC 28217 | 712 N. CEDAR STREET, SUMMERVILLE, SC 29483 | 104 N. DANIEL MORGAN AVENUE, SUITE 300, SPARTANBURG, SC 29306 | 223 S. WEST ST. #900, RALEIGH, NC 27603
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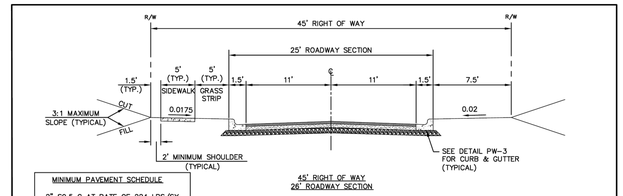
NATURAL RESOURCE INVENTORY
SCALE: 1" = 100'





MINIMUM PAVEMENT SCHEDULE

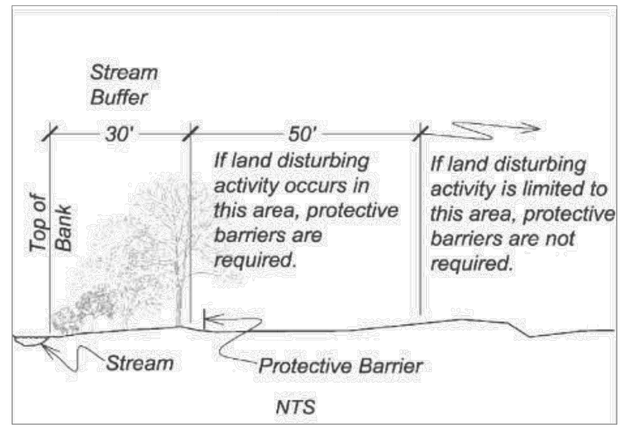
2" S9.5 C AT RATE OF 224 LBS/SY
3" B25.0 C AT RATE OF 342 LBS/SY
6" A.B.C.

NOTES:

1. NORMAL CROWN OF 0.02' PER FOOT UNLESS OTHERWISE REQUIRED TO HAVE SUPERELEVATION.
2. PAVEMENT DESIGN SHALL BE REQUIRED AND APPROVED BY **NCDOT** (FOR NCDOT ROADS) AND/OR CITY OF HENDERSONVILLE PRIOR TO PLACEMENT OF ANY BASE MATERIAL.
3. PAVEMENT DESIGN SHALL BE AS SHOWN OR AS DESIGNED BY GEOTECHNICAL ENGINEER, WHICHEVER IS GREATER.
4. TACK COAT SHALL BE APPLIED BENEATH EACH LAYER OF ASPHALT MIX TO BE PLACED AT A RATE OF 0.04 GAL/SY
5. GRASS UTILITY STRIP REQUIRED UNLESS APPROVED BY PUBLIC WORKS DIRECTOR.
6. FINAL SURFACE COURSE TO BE APPLIED UPON CITY OF HENDERSONVILLE APPROVAL.

DATE: 05/19/2023	
SCALE: NOT TO SCALE WD DWG. NO. 04	STANDARD LOCAL STREET
City of Hendersonville Engineering Department 305 Williams Street Hendersonville, NC 28792 (828) 697-3000 (office) www.cityofhendersonville.org	

H:\DETAILS\-Current Standard Details\PublicWorksDetails\CCH_PW_Details.dwg, PW-04



OPEN SPACE PLAN
SCALE: 1" = 100'

Site Coverage	
Total Project Area	± 21.25 AC
Buildings	± 3.58 AC | 16.9 % Site Coverage
Open Space	**Open Space**
	± 13.5 AC | 63.5 % Site Coverage
	Common Open Space
	± 2.1 AC Open Water / Wetland / Floodplain (50%)
	± 0.3 AC Amenity | 1.25 AC Sidewalks
	± 2.23 AC Unimproved Area (Natural Features)
	Total: ± 4.43 AC (20.8 %) **N/! ± 0.4 AC ≥ 33% Slope**
Streets & Parking	± 3.75 AC | 17.6 % Site Coverage
Stormwater Detention	± 0.42 AC | 2 % Site Coverage

SEAMONWHITESIDE
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NORTH CAROLINA
SEAMON, WHITESIDE & ASSOCIATES, INC.
NO. C-2466
CERTIFICATE OF AUTHORIZATION

NOT FOR CONSTRUCTION

LEO LIVING HENDERSONVILLE
1741 HAYWOOD RD | TMS: 9569-22-9206
HENDERSONVILLE, NORTH CAROLINA

SD SET
(NOT FOR CONSTRUCTION)

SW+ PROJECT: 11808
DATE: 12/19/2025
DRAWN BY: AC | NH
CHECKED BY: AD | DM

REVISION HISTORY

REQUIRED VISUALS

501 WANDO PARK BOULEVARD, SUITE 200, MOUNT PLEASANT, SC 29464 | JUDSON MILLS BUILDING 6000, 701 EASLEY BRIDGE RD, SUITE 6060, GREENVILLE, SC 29611 | 230 PETERSON DR., CHARLOTTE, NC 28217 | 712 N. CEDAR STREET, SUMMERVILLE, SC 29483 | 104 N. DANIEL MORGAN AVENUE, SUITE 500, SPARTANBURG, SC 29306 | 223 S. WEST ST. #900, RALEIGH, NC 27603
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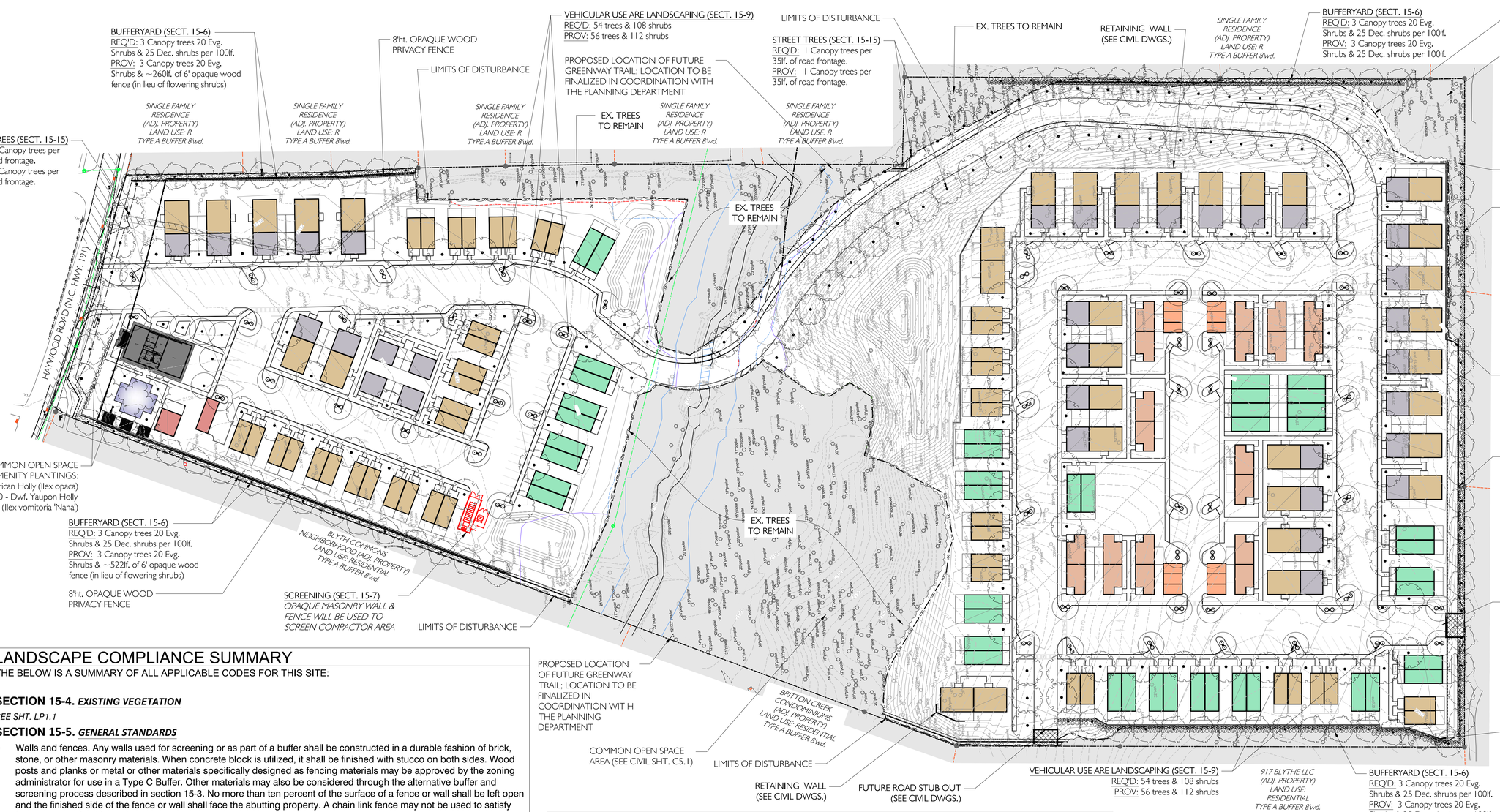
PLOTTED:12/22/2025 10:42 AM, BY: Alex Davis P:\ACAD\12-Fl\11808\CAD Files\C01\2025-08-12 C5.1 Site Plan XL1.dwg



LANDSCAPE COMPLIANCE SUMMARY

THE BELOW IS A SUMMARY OF ALL APPLICABLE CODES FOR THIS SITE:

SECTION 15-4. *EXISTING VEGETATION*

SEE SHT. LP1.1

SECTION 15-5. *GENERAL STANDARDS*

- Walls and fences. Any walls used for screening or as part of a buffer shall be constructed in a durable fashion of brick, stone, or other masonry materials. When concrete block is utilized, it shall be finished with stucco on both sides. Wood posts and planks or metal or other materials specifically designed as fencing materials may be approved by the zoning administrator for use in a Type C Buffer. Other materials may also be considered through the alternative buffer and screening process described in section 15-3. No more than ten percent of the surface of a fence or wall shall be left open and the finished side of the fence or wall shall face the abutting property. A chain link fence may not be used to satisfy the requirements of this article.
- Species diversity. When the total number of trees required under the provisions of this article equals 20 or more, then no single tree species shall comprise more than 25 percent of the trees planted on the development site.
- Native species. For each development site, at least 75 percent of the trees required to be planted under the provisions of this article shall be native species as listed on the recommended species list.

SECTION 15-6. *BUFFERYARDS*

- Proposed Land Use: Residential dwellings - two, three, and four family (Zoning PRD-CZD)
- Adjacent Land Uses: Residential, institutional
- Buffer yard Type per Table in Sect. 15-6: Type A - 8'wd.

Required: 8'w. planting strip with 3 trees, 20 evergreen shrubs and 25 flowering shrubs every 100lf.

Provided: 8'w. planting strip with 3 trees, 20 evergreen shrubs and 25 flowering shrubs every 100lf. (see plan for locations)

SECTION 15-7. *SCREENING*

Where practicable, the following uses must be screened from abutting property and from public view from a public right-of-way or a parking lot:

- Dumpsters or trash handling areas;
- Utility structures associated with a building;

As far as practicable, any screening used to comply with the provisions of this section shall consist of a planting area which is at least five feet wide. This area may contain any type screening materials sufficient to separate visually the land uses, provided such materials meet the requirements of this article. If only a wall or fence is used, then the area devoted to the screen need only be wide enough to accommodate the wall or fence and allow for its maintenance. Where practicable, screening shall be designed and maintained in such a manner as to conceal the use from view from the street, from vehicular use areas, and from adjoining properties.

SECTION 15-9 *VEHICULAR USE AREA LANDSCAPING*

- Interiors of all parking areas with more than 6 spaces shall provide a 360sf min. planting island with 1 canopy tree and 2 shrubs for every 3,000sf of paved area. [160,765sf paving/ 3,000sf]

Required: **54 trees**
108 shrubs

Provided: **55 trees**
110 shrubs

SECTION 15-13. *COMMON OPEN SPACE LANDSCAPING*

In addition to all other landscaping required by this zoning ordinance, each development parcel required to provide common open space pursuant to section 6-16 shall contain a minimum of one tree and five shrubs for every 1,200 square feet of common open space on such development parcel. A minimum of 50 percent of the trees shall be canopy trees.

Required:

- Open Water/Wetland/Floodplain: 91,476sf*
- Amenity Area: 13,068sf*/1,200 sf = **4 trees & 20 shrubs**
- Unimproved area (Natural Features): 93,654sf*/1,200sf = **78 trees & 390 shrubs**

Provided

- No plantings required per Sect. 6-16.
- **4 trees**
  20 Shrubs
- **78 existing trees (see existing trees within common space areas)**
  390 existing vegetation (see existing vegetation within common space areas)

** See Civil Sht. C5.1 for Common Open space calculations and locations.*

Sec. 15-14. *OPEN SPACE LANDSCAPING*

In addition to all other landscaping required by this zoning ordinance, each development parcel required to provide open space shall contain a minimum of one tree and five shrubs for every 4,000 square feet of common open space on such development parcel. A minimum of 50 percent of the trees shall be canopy trees.

Required

574,992sf* / 4,000 sf = **144 trees & 720 shrubs**

Provided

282 trees & 900 shrubs (see Plant Schedule)

**See Civil Sht. C5.1 for Common Open space calculations and locations.*

SECTION 15-15 *STREET TREES*

Street trees shall be required at the rate of one tree for every 35 linear feet of property abutting a street. At least 70 percent of the street trees planted shall be large-maturing trees (>50 feet in height). The remaining street trees shall be medium maturing trees (25--50 feet in height).

CONCEPT PLANT SCHEDULE

VEHICULAR USE TREES	RED SUNSET® MAPLE / ACER RUBRUM 'FRANKSRED' WHITE OAK / QUERCUS ALBA	61
BUFFER CANOPY TREES	SKYLINE HONEY LOCUST / GLEDITSIA TRIACANTHOS INERMIS 'SKYLINE' TUPELO / NYSSA SYLVATICA	75
STREET TREES	PIN OAK / QUERCUS PALUSTRIS GREENSPIRE LITTLELEAF LINDEN / TILIA CORDATA 'GREENSPIRE'	147
VEHICULAR USE SHRUBS	WHITE CLOUD MUHLY GRASS / MUHLENBERGIA CAPILLARIS 'WHITE CLOUD'	110
BUFFERYARD EVG SHRUBS	MOUNTAIN LAUREL / KALMIA LATIFOLIA	490
BUFFERYARD FLW SHRUBS	OAKLEAF HYDRANGEA / HYDRANGEA QUERCIFOLIA	300

CODE COMPLIANT LANDSCAPE PLAN

NORTH

0 60 120 180 feet

SCALE: 1" = 60'

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Site Planning Landscape Architecture Urban Design
www.lorberbaummcnair.com

A LANDSCAPE DEVELOPMENT PLAN FOR

LEO - HENDERSONVILLE

Haywood Road
Hendersonville, North Carolina

NORTH CAROLINA REGISTERED LANDSCAPE ARCHITECT SEAL 3384 DAVID MICHAEL LORBERBAUM

PROJ. CODE	25-027
DRAWN BY	DEM
REVIEWED BY	DML

ISSUED

DATE	DESCRIPTION
7-3-25	FOR SUBMITTAL
8-5-25	FOR RESUBMITTAL
11-14-25	FOR RESUBMITTAL
12-2-25	FOR RESUBMITTAL

REVISIONS

CONSTRUCTION DOCUMENTS

SHEET
LP1.0

C:\Users\dem\LMA Dropbox\LMA Team Folder\Projects\2025\25-027 LEO Hendersonville\CAD\ARCH\LEO HENDERSONVILLE Landscape Working.dwg, LP1.0, 12/2/2025 10:28:49 AM, ARCH full bleed D (24.00 x 36.00) = 24.00 inches; 1:1

1741 HAYWOOD RD

P.N: 9569029206

Property Owner: JUSTUS, JEFFREY

Parcel Size: 912729.83 ft² (20.95 acres)

	Percent Coverage	Square Footage
2025	38.37%	350238.56 ft²
2023	70.21%	640803.48 ft²
2022	54.06%	493460.72 ft²

Percent Change from 2022-2025

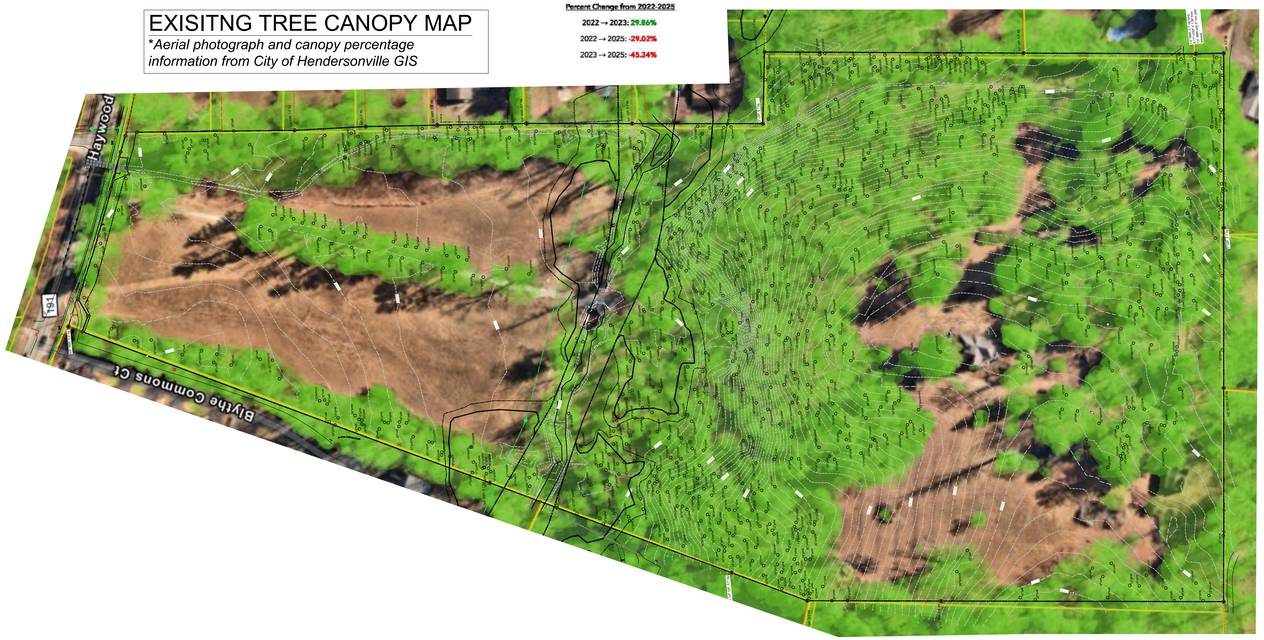
2022 → 2023: **29.86%**

2022 → 2025: **-29.02%**

2023 → 2025: **-45.34%**

EXISITNG TREE CANOPY MAP

**Aerial photograph and canopy percentage information from City of Hendersonville GIS*



TREE MITIGATION SUMMARY

SECTION 15-4. ***EXISTING VEGETATION***

The developer has chosen to meet the Tier 1 tree requirements of preserving 20% of the existing canopy on site.

Existing Canopy Coverage (per 2025 map) : 350,239 sf

Proposed Canopy Coverage (after development): 162,736 sf

Tier One Requirements: 20% of canopy (or) 70,047sf

Tier Two Requirements: 10% of canopy or 35,023 sf

Total Required: 105,070 sf or 30%

Total Provided: 162,736 sf or 46%

New Tree Canopy Installation Required: 0

PROPOSED TREE CANOPY MAP

**Canopy based on limits of disturbance shown on Civil site plan.*



0 100 200 300 feet

SCALE: 1" = 100'

NORTH

TREE MITIGATION PLAN

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Landscape Architecture • Planning • Site Planning • Graphics
www.lorberbaummcnair.com

A LANDSCAPE DEVELOPMENT PLAN FOR

LEO - HENDERSONVILLE

Haywood Road

Hendersonville, North Carolina

NORTH CAROLINA REGISTERED LANDSCAPE ARCHITECT DAVID M. LORBERBAUM

PROJ. CODE	25-027
DRAWN BY	DEM
REVIEWED BY	DML

ISSUED

DATE	DESCRIPTION
7-3-25	FOR SUBMITTAL
8-5-25	FOR RESUBMITTAL
11-14-25	FOR RESUBMITTAL
12-2-25	FOR RESUBMITTAL

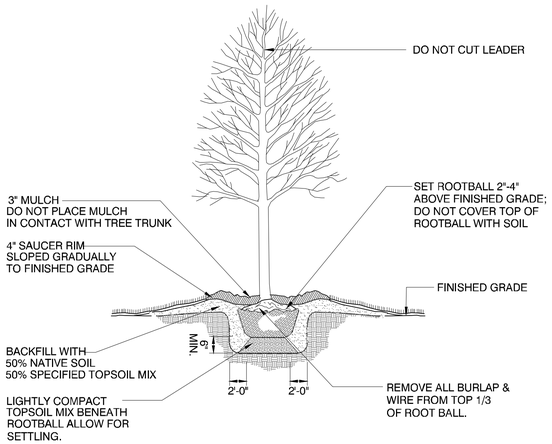
REVISIONS

CONSTRUCTION DOCUMENTS

SHEET

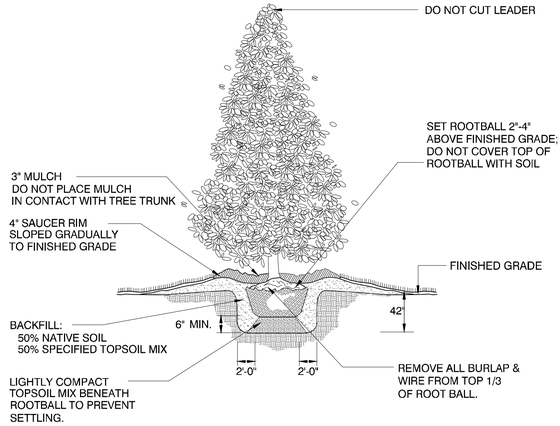
LP1.1

C:\Users\dm\OneDrive\LMA Dropbox\LMA Team Folder\Projects\2025\25-027 LEO Hendersonville\CAD\ARCHIVE\LEO_A DEVELOPMENT PLAN_Landscape Working.dwg, LP1.1, 12/2/2025 10:28:51 AM, ARCH full bleed D (24.00 x 36.00) (Inches), 1:1



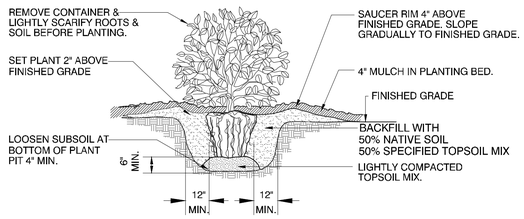
1 TYPICAL BALL & BURLAP TREE DETAIL

N.T.S.



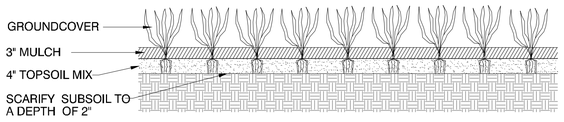
2 TYPICAL BALL & BURLAP EVERGREEN DETAIL

N.T.S.



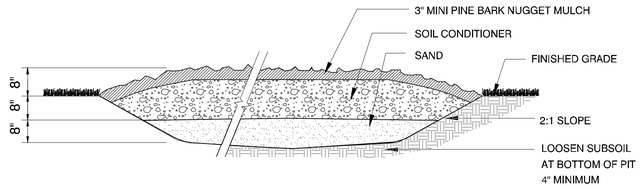
3 TYPICAL CONTAINER SHRUB DETAIL

N.T.S.



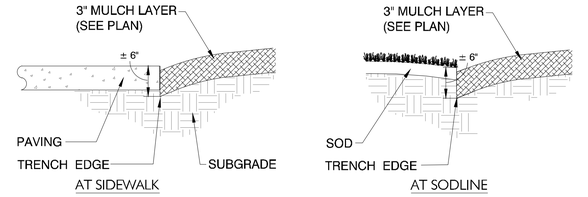
4 TYPICAL GROUNDCOVER DETAIL

N.T.S.



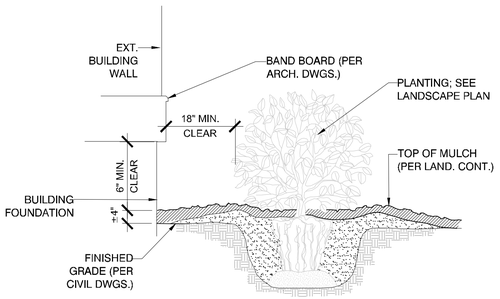
5 ANNUAL/PERENNIAL BED PREPARATION

N.T.S.



6 TYP. TRENCH EDGE AT BEDS DETAIL

N.T.S.



7 TYPICAL BLDG. FOUNDATION CLEARANCE

N.T.S.

GENERAL PLANTING NOTES

1. VERIFY ALL UTILITY LOCATIONS IN THE FIELD BEFORE BEGINNING WORK. REPAIR DAMAGED UTILITIES TO OWNER'S SATISFACTION AT NO ADDITIONAL COST. ENSURE LANDSCAPING DOES NOT CONFLICT WITH DRAINAGE, UTILITIES, OR OVERHEAD WIRES.

2. VERIFY QUANTITIES ON PLAN BEFORE PRICING WORK. NOTIFY OWNER OF DISCREPANCIES IN QUANTITIES PRIOR TO SUBMITTING PRICING.

3. ALL MATERIALS ARE SUBJECT TO APPROVAL OF THE OWNER OR OWNERS REPRESENTATIVE AT ANY TIME. INSTALL ALL PLANT MATERIALS IN ACCORDANCE WITH LOCAL CODES AND ORDINANCES.

4. ALL PLANTS SHALL BE HEALTHY, VIGOROUS MATERIALS, FREE FROM DISEASE AND PESTS, AND MEET OR EXCEED FLORIDA No. 1 GRADE AS SET FORTH IN THE FLORIDA GRADES AND STANDARDS FOR NURSERY PLANTS, LATEST EDITION. MAIN LEADERS OF ALL TREES SHALL REMAIN INTACT. NO GRAFTED MAPLES WILL BE ACCEPTED.

5. MULCH ALL PLANTING BEDS WITH MULCH SPECIFIED ON PLAN TO A MINIMUM DEPTH OF 3". PROVIDE A 4' DIA. MULCH RING, 4" DEEP, AROUND ALL TREES LOCATED IN LAWN AREAS. DO NOT PLACE MULCH IN CONTACT WITH TREE TRUNK.

6. PREPARE ALL SOIL USED IN TREE AND PLANT BEDS IN THE FOLLOWING PROPORTIONS: 4 PARTS NATIVE TOPSOIL, 2 PARTS SAND, AND 2 PARTS DECOMPOSED ORGANIC MATTER. ADD SLOW-RELEASE BALANCED FERTILIZER PER MANUFACTURER'S INSTRUCTIONS. PRE-MIX ALL SOIL BEFORE PLACING IN BED.

7. MAINTAIN PLANT MATERIAL UNTIL FINAL ACCEPTANCE UNLESS OTHERWISE SPECIFIED. MAINTENANCE INCLUDES WATERING, SPRAYING, WEEDING, MULCHING, STRAIGHTENING, PRUNING, MOWING, BLOWING, FERTILIZING, CLEAN-UP.

8. REPLACE ANY PLANT MATERIAL WHICH TURNS BROWN OR DEFOLIATES WITHIN FIVE (5) DAYS AFTER PLANTING. GUARANTEE ALL MATERIAL AND WORKMANSHIP FOR A PERIOD OF ONE YEAR FROM FINAL ACCEPTANCE BY OWNER.

9. IF AN AUTOMATIC IRRIGATION SYSTEM IS TO BE INSTALLED, CONTRACTOR SHALL PROVIDE OWNER WITH IRRIGATION PLAN AND SHOP DRAWINGS OF HEADS, VALVES, PIPE, WIRE & CLOCKS PROPOSED FOR INSTALLATION. IRRIGATION PLAN SHALL BE SUBMITTED TO OWNER FOR APPROVAL PRIOR TO INSTALLATION.

10. LANDSCAPE CONTRACTOR TO PROVIDE OWNER WITH AS-BUILT DRAWINGS FOR ALL SLEEVE LOCATIONS, IRRIGATION MAINLINE, VALVE AND CLOCK LOCATIONS; AND ALL LOW VOLTAGE LIGHTING CIRCUITS (IF PROVIDED) PRIOR TO FINAL ACCEPTANCE.

11. CERTAIN MATERIALS SPECIFIED BY LANDSCAPE ARCHITECT MAY HAVE LONG LEAD TIMES FOR ORDERING. IT IS THE CONTRACTORS RESPONSIBILITY TO ENSURE MATERIALS ARE ORDERED IN APPROPRIATE TIME FRAME. LAND. ARCH. IS NOT OBLIGATED TO SUBSTITUTE MANUFACTURER OR MATERIALS BASED UPON IN INADEQUATE LEAD TIMES.

12. ALL CANOPY TREES MUST BE LOCATED 6' MIN. CLEAR FROM ANY BUILDING OR PAVING UNLESS PLANTED IN VEHICULAR TREE ISLANDS.

13. ALL DISTURBED AREAS ON SITE THAT ARE PROPOSED TO BE LANDSCAPED WILL RECEIVE MULCH (IN PLANT BEDS), SOD, OR SEED AS ALLOWED BY LOCAL MUNICIPALITIES.

14. INSTALL ALL PLANT MATERIALS IN ACCORDANCE WITH LOCAL CODES AND ORDINANCES.

LANDSCAPE DETAILS

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A LANDSCAPE DEVELOPMENT PLAN FOR

LEO - HENDERSONVILLE

Haywood Road

Hendersonville, North Carolina

NORTH CAROLINA REGISTERED LANDSCAPE ARCHITECT 3706 DAVID LORBERBAUM

PROJ. CODE	25-027
DRAWN BY	DEM
REVIEWED BY	DML

ISSUED

DATE	DESCRIPTION
7-3-25	FOR SUBMITTAL
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REVISIONS

CONSTRUCTION DOCUMENTS

SHEET

LP1.2

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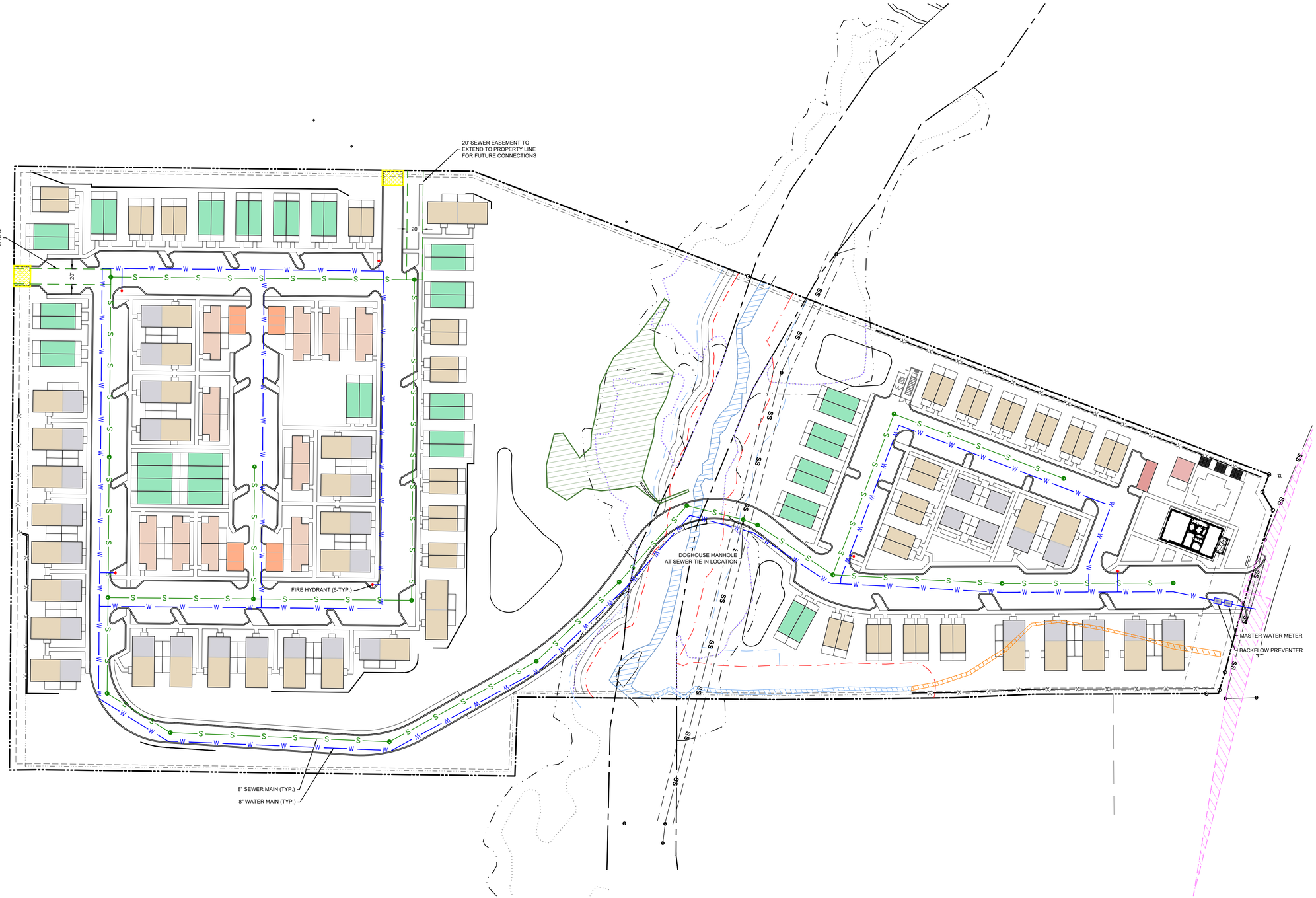
ARCH full bleed D (36.00 x 24.00 Inches); 1:1



STANDARD SEWER PLAN NOTES:

1. FOR PROJECT SURVEY INFORMATION INCLUDING VERTICAL DATUM AND BENCHMARK LOCATIONS, SEE "PROJECT SURVEY INFORMATION AND CONTRACTOR VERIFICATION REQUIREMENTS" ON SHEET C1.0.
2. PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING EXISTING CONDITIONS, INCLUDING BUT NOT LIMITED TO TOPOGRAPHIC, TREE, STORM DRAINAGE FACILITIES, AND ALL UTILITIES. EXISTING UTILITIES SHOWN ARE APPROXIMATE AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ENGINEER. THEREFORE, THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE EXACT VERTICAL AND HORIZONTAL LOCATIONS OF ALL EXISTING UTILITIES. ANY DISCREPANCIES OR CONFLICTS IDENTIFIED DURING VERIFICATION OF EXISTING CONDITIONS AND UTILITIES SHALL BE REPORTED TO THE OWNER AND ENGINEER. ANY COSTS ASSOCIATED WITH CORRECTIVE WORK OR DAMAGES THAT ARE A RESULT OF THE CONTRACTOR NOT VERIFYING EXISTING CONDITIONS AND THE EXACT VERTICAL AND HORIZONTAL LOCATION OF ALL EXISTING UTILITIES WILL BE THE CONTRACTOR'S RESPONSIBILITY.
3. MANHOLE COVERS ARE NOT ALLOWED WITHIN CURB AND GUTTER AND ARE TO BE INSTALLED COMPLETELY WITHIN OR COMPLETELY OUT OF PAVED AREAS (INCLUDING SIDEWALKS).
4. SEWER MANHOLE CONES ADJACENT TO CURB AND/OR SIDEWALK RAMPS SHALL BE ROTATED TO LOCATE MANHOLE FRAME AND COVER AWAY FROM THE SIDEWALK RAMPS AND CURBS.
5. REFER TO THE SEWER AUTHORITY'S STANDARD NOTES, DETAILS, AND SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS AND PROCEDURES, INCLUDING WATERTIGHT MANHOLE LOCATIONS.
6. REFER TO SEWER DETAIL SHEETS AND SEWER PROFILE SHEETS FOR DETAILS AND ANY ADDITIONAL SEWER SYSTEM INFORMATION.

EXISTING UTILITY NOTE:

THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING ANY WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT OCCUR DUE TO THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

Know what's **Call** before you dig. **below.**

N W S E

0 30 60 120
SCALE: 1" = 60'

SEAMONWHITESIDE
MOUNT PLEASANT, SC
843.884.1667
GREENVILLE, SC
864.298.0534
SUMMERVILLE, SC
843.972.0710
SPARTANBURG, SC
864.272.1272
CHARLOTTE, NC
980.312.5450
RALEIGH, NC
980.312.5450
WWW.SEAMONWHITESIDE.COM

NORTH CAROLINA
SEAMON, WHITESIDE & ASSOCIATES, INC.
NO. C-2466
CERTIFICATE OF AUTHORIZATION

NOT FOR CONSTRUCTION

LEO LIVING HENDERSONVILLE

1741 HAYWOOD RD | TMS: 9569-22-9206
HENDERSONVILLE, NORTH CAROLINA

SD SET
(NOT FOR CONSTRUCTION)

SW+ PROJECT:	11808
DATE:	12/19/2025
DRAWN BY:	AC | NH
CHECKED BY:	AD | DM

REVISION HISTORY

UTILITY PLAN

C7.0

501 WANDO PARK BOULEVARD, SUITE 200, MOUNT PLEASANT, SC 29464 | JAMISON MILLS BUILDING 6000, 701 EASLEY BRIDGE RD, SUITE 6060, GREENVILLE, SC 29611 | 200 PETERSON DR., CHARLOTTE, NC 28217 | 712 N. CEDAR STREET, SUMMERVILLE, SC 29483 | 104 N. DANIEL MORGAN AVENUE, SUITE 300, SPARTANBURG, SC 29306 | 223 S. WEST ST. #900, RALEIGH, NC 27603
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PLOTTED 12/22/2025 10:54 AM, BY Alex Davis P:\ACAD\21-811\808\CAD Files\C7.0 Utility Plan.dwg



SPOT ELEVATION KEY (FINISHED GRADING)

A - ASPHALT SURFACE OF FINISHED ASPHALT ROADWAY OR WALKING PATH
BC - BOTTOM OF CURB ELEVATION
BR - BOTTOM OF RAMP ELEVATION
BS - BOTTOM OF STAIRS ELEVATION
BW - FINISHED GRADE ELEVATION AT BOTTOM OF WALL
BW/TW - FINISHED GRADE ELEVATION AT START/END OF WALL
C - CONCRETE PAVING ELEVATION
D - (DIRT) FINISHED GROUND ELEVATION
F - (FLOW) ELEVATION AT WHICH SURFACE WATER FLOWS INTO DRAINAGE STRUCTURE
  - SURFACE OF ASPHALT ADJACENT TO THROAT OR GRATE AT CURB INLET
  - SURFACE OF ACCESS COVER FOR JUNCTION OR ISOLATION BOX
  - SURFACE OF GRATE AT OUTSIDE EDGE FOR CATCH BASIN, GUTTER INLET, OR GRATED POND STRUCTURE
FFE - FINISHED FLOOR ELEVATION
G - (GUTTER) SURFACE OF FINISHED GUTTER AT LOWEST POINT (ALONG WATER FLOW PATH)
HP - HIGH POINT
LP - LOW POINT
ME - MATCH EXISTING (INDICATES TO MATCH ELEVATION OF EXISTING SURFACE AT POINT OF CONNECTION)
PAD - FINISHED PAD ELEVATION
TC - TOP OF CURB ELEVATION
TR - TOP OR RAMP ELEVATION
TS - TOP OF STAIRS ELEVATION
TW - FINISHED GRADE ELEVATION AT TOP OF WALL
W - (WALK) SURFACE OF FINISHED CONCRETE OR INTERLOCKING PAVER SIDEWALK, PATIO, PLAZA, OR SLAB

EXAMPLE: A: 12.56 MEANS THAT THE SURFACE OF NEW ASPHALT IS TO BE AT ELEVATION 12.56

STANDARD GRADING PLAN NOTES:

1. FOR PROJECT SURVEY INFORMATION INCLUDING VERTICAL DATUM AND BENCHMARK LOCATIONS, SEE "PROJECT SURVEY INFORMATION AND CONTRACTOR VERIFICATION REQUIREMENTS" ON SHEET C1.0.
2. PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING EXISTING CONDITIONS, INCLUDING BUT NOT LIMITED TO TOPOGRAPHIC, TREE, STORM DRAINAGE FACILITIES, AND ALL UTILITIES. EXISTING UTILITIES SHOWN ARE APPROXIMATE AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ENGINEER. THEREFORE, THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE EXACT VERTICAL AND HORIZONTAL LOCATIONS OF ALL EXISTING UTILITIES. ANY DISCREPANCIES OR CONFLICTS IDENTIFIED DURING VERIFICATION OF EXISTING CONDITIONS AND UTILITIES SHALL BE REPORTED TO THE OWNER AND ENGINEER. ANY COSTS ASSOCIATED WITH CORRECTIVE WORK OR DAMAGES THAT ARE A RESULT OF THE CONTRACTOR NOT VERIFYING EXISTING CONDITIONS AND THE EXACT VERTICAL AND HORIZONTAL LOCATION OF ALL EXISTING UTILITIES WILL BE THE CONTRACTOR'S RESPONSIBILITY.
3. REFER TO ROADWAY PLAN & PROFILE SHEETS, DRAINAGE PLAN SHEETS, AND ROADWAY & DRAINAGE DETAIL SHEETS FOR ADDITIONAL DRAINAGE AND GRADING INFORMATION AND REQUIREMENTS.
4. REFER TO THE "SPOT ELEVATION KEY" FOR INFORMATION ON SPOT ELEVATIONS.
5. COORDINATE WITH THE OWNER AND THE PROJECT GEOTECHNICAL CONSULTANT FOR LOT FILL COMPACTION AND TESTING REQUIREMENTS.
6. CONTRACTOR TO SELF-VERIFY THAT SITE GRADES, PONDS, POND DIKES, DRAINAGE PIPES, AND DRAINAGE STRUCTURES ARE CONSTRUCTED PER THE PLANS PRIOR TO REQUESTING FINAL AS-BUILT SURVEY FROM SURVEYOR.

EXISTING UTILITY NOTE:

THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING ANY WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT OCCUR DUE TO THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

811 Know what's Call before you dig. below.

N W S E

0 30 60 120
SCALE: 1" = 60'

SEAMONWHITESIDE
MOUNT PLEASANT, SC 843.884.1667
GREENVILLE, SC 864.298.0534
SUMMERVILLE, SC 843.972.0710
SPARTANBURG, SC 864.272.1272
CHARLOTTE, NC 980.312.5450
RALEIGH, NC 980.312.5450
WWW.SEAMONWHITESIDE.COM

NORTH CAROLINA SEAMON, WHITESIDE & ASSOCIATES, INC. NO. C-2466 CERTIFICATE OF AUTHORIZATION

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SW+ PROJECT:	11808
DATE:	12/19/2025
DRAWN BY:	AC | NH
CHECKED BY:	AD | DM

REVISION HISTORY

GRADING PLAN

C6.0 263

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PLOTTED:12/22/2025 10:52 AM, BY: Alex Davis P:\ACAD\SHEETS\08\CAD Files\C-FIRE3 Grading Plan - 11.5.dwg

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: John Connet, City Manager **MEETING DATE:** 1/7/2026

AGENDA SECTION: New Business **DEPARTMENT:** Administration

TITLE OF ITEM: Ratification of Property Purchase from Housing Assistance Corporation – *John Connet, City Manager*

SUGGESTED MOTION(S):

I move that the City Council ratify the purchase of the property located at the intersection of W. Allen Street and S. Oak identified as PIN 9568563497 from Housing Assistance Corporation for the amount of $3,000.

SUMMARY:

The City of Hendersonville recently purchased the parcel directly adjacent to this parcel for our first affordable housing project. The purchase of this small tract from HAC will provide the City with frontage on W. Allen and S. Oak Street. The tax value for the project is $2,800.

BUDGET IMPACT: $ 3,000

Is this expenditure approved in the current fiscal year budget? No

If not, describe how it will be funded. Dogwood Trust Grant Funds

ATTACHMENTS:

Tax Map

Offer to Purchase

Resolution #__-____

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL APPROVING THE PURCHASE OF REAL PROPERTY

WHEREAS, the City of Hendersonville received a grant from Dogwood Trust to fund affordable housing initiatives as contained in the grant agreement dated November 29, 2021, as amended by that document on January 15, 2025 ("Grant Agreement") ; and

WHEREAS, certain property became available for sale by the Housing Assistance Corporation, consisting of a 6854 SQ. FT. strip of land being more particularly described as follows:

> BEING all of that lot identified as "Tract for Recombination 6854 SQ. FT.", on that plat recorded in Plat Book 2019 at Page 11847 of the Henderson County Registry, reference to which is hereby made for a more particular description, hereinafter "Subject Property"); and

WHEREAS, the City of Hendersonville wishes to purchase the Subject Property with grant funds for the purpose of combining it with that property previously purchased by the City of Hendersonville for affordable housing, located on Spring Street;

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HENDERSONVILLE, NORTH CAROLINA that:

1. The City Manager is authorized to act on behalf of the City of Hendersonville to purchase the Subject Property for the amount of $3,000, and to pay closing costs for such purchase in accordance with the **CONTRACT FOR PURCHASE AND SALE OF REAL PROPERTY**, attached hereto as Exhibit A, and incorporated herein by reference.

2. The City Manager, City Attorney, City Finance Director and City Staff are authorized to take such other actions as may be necessary to carry out the purchase, including but not limited to closing on the purchase and payment of all closing costs, attorneys fees, and other expenses required to be paid as part of the purchase.

3. All actions of the City Manager, City Attorney, City Finance Director and City Staff already taken in furtherance of this property purchase are hereby ratified and approved.

Adopted by the City Council of the City of Hendersonville, North Carolina on this _____ day of _____, 20____.

Attest: **Barbara G. Volk, Mayor, City of Hendersonville**

Jill Murray, City Clerk

CITY COUNCIL:
BARBARA G. VOLK
Mayor
Dr. Jennifer Hensley
Mayor Pro Tem
LYNDSEY SIMPSON
MELINDA P. LOWRANCE
GINA BAXTER

CITY OF HENDERSONVILLE

The City of Four Seasons

JOHN F. CONNET
City Manager
ANGELA S. BEEKER
City Attorney
JILL MURRAY
City Clerk

December 19, 2025

Meg Lebeck, Executive Director
Housing Assistance Corporation WNC
214 N. King Street
Hendersonville, NC 28792

Re: Offer to Purchase Parcel 9568563497

Dear Meg,

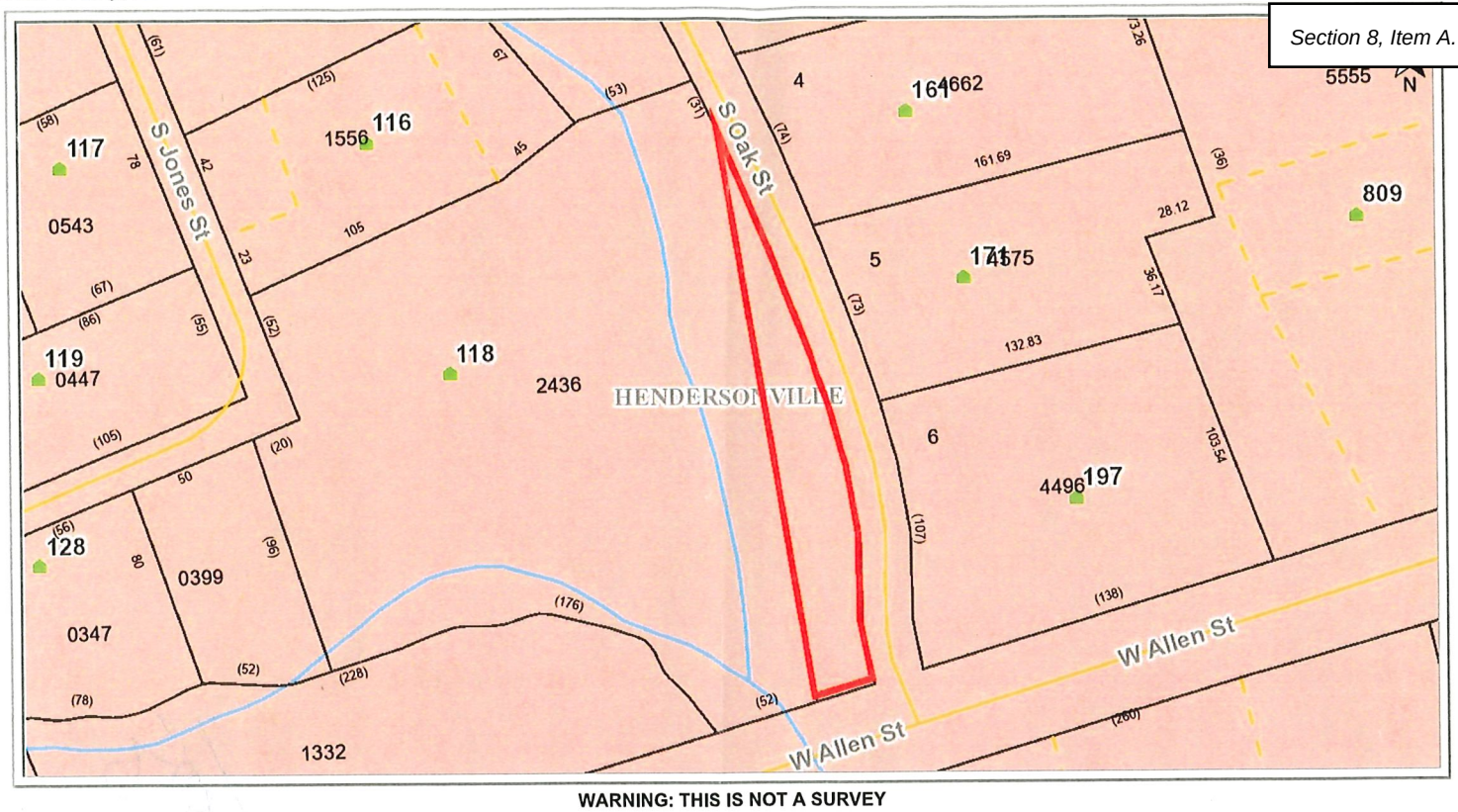
Please allow this letter to serve as an offer to purchase Housing Assistance Corporation's (HAC) parcel located at the intersection of W. Allen Street and S. Oak Street. The parcel is more formally identified as a 0.10000-acre parcel with PIN: 9568563497.

The City of Hendersonville has reviewed the Henderson County Tax Records and discussed the current value with the Henderson County Tax Office. Based on this information, the City of Hendersonville will offer HAC $3000.00 for the parcel. If this offer is acceptable, I will engage the City of Hendersonville's Legal Department to proceed with preparation of the final legal documents.

Thank you for your attention to this matter. If you have any questions or need additional information, please feel free to contact me on (828) 606-4983.

Sincerely,

John F. Connet
City Manager



WARNING: THIS IS NOT A SURVEY

Parcel Information

REID:	10004422	**Pin:**	9568563497
Listed to:	THE HOUSING ASSISTANCE CORPORATION	**Neighborhood:**	HENDERSONVILLE CITY
Mailing Address:	PO BOX 2057	**Township:**	Hendersonville
Mailing City, State, Zip:	HENDERSONVILLE, NC 28793	**Municipality:**	HENDERSONVILLE
Physical Address:	0 NO ADDRESS ASSIGNED	**Tax District:**	
Deed:	003337/00276	**Plat:**	2019 11847
Date Recorded:	2019-05-22 00:00:00.0	**Elementary School District:**	BRUCE DRYSDALE
Revenue Stamps:	0	**Middle School District:**	HENDERSONVILLE MIDDLE
County Zoning:	Cities	**High School District:**	HENDERSONVILLE HIGH
Property Description:	SUBDIVISION .16 ACRES TO BE RECOMBINED	**Soil:**	
Map Sheet:	9568.11	**Voting Precinct:**	Hendersonville 3
Assessed Acreage:	0.10000000	**Commissioner District**	1
Building Value:	$0.00	**Agricultural District**	None Found
Land Value:	$2,800.00	**North Carolina House District**	117
Value To Be Billed:	$0.00	**U.S. House District**	11
North Carolina Senate District	48	**Flood Zone:**	Zone AE, 1% (100 Year Floodplain),Zone X, Not Shaded (Areas outside of the floodplain),Zone X, Shaded, 0.2% (500 Year Floodplain)

Henderson County
Geographic Information Systems (GIS)
200 North Grove Street
Hendersonville, NC 28792
P: (828) 698-5124
F: (828) 698-5122

THIS IS NOT A SURVEY.

All information or data provided, whether subscribed, purchased or otherwise distributed, whether in hard copy or digital media, shall be at the userâ€™s own risk. Henderson County makes no warranties or guarantees, including the warranties of merchantability or of fitness for a particular purpose. Map data is not appropriate for, and is not to be used as, a geodetic, legal, or engineering base system. The data is not intended as a substitute for surveyed locations such as can be determined by a registered Public Land Surveyor, and does not meet the minimum accuracy standards of a Land Information System/Geographic Information System Survey in North Carolina (21 NCAC 56.1608).

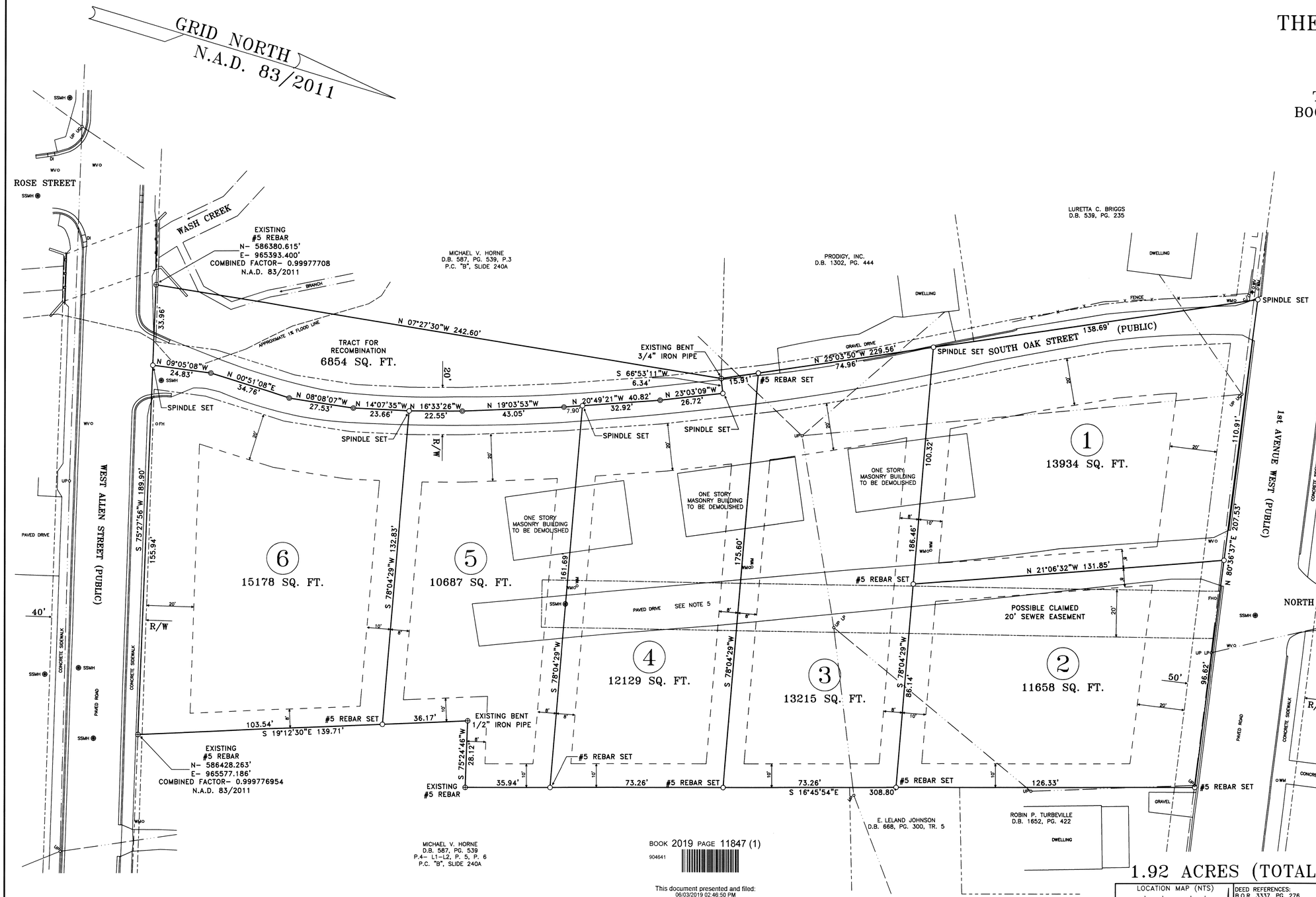
Slide 11847

PLAT OF SURVEY FOR THE HOUSING ASSISTANCE CORPORATION

BEING A SUBDIVISION OF
THE PROPERTY DESCRIBED IN
BOOK OF RECORD 3337, PAGE 276

CITY OF HENDERSONVILLE
HENDERSONVILLE TOWNSHIP
HENDERSON COUNTY
NORTH CAROLINA

SCALE: 1" = 20'
MAY 30th, 2019



1.92 ACRES (TOTAL)

GRAPHIC SCALE – FEET
20 0 20 40 60

I, DAVID H. HILL, certify that this plat was drawn from an actual survey made under my supervision (deed description recorded in Book SEE, page REFERENCES; that the boundaries not surveyed are clearly indicated as drawn from information found in Book AS, page SHOWN; that the ratio of precision as calculated is 1: 10000; that this plat was prepared in accordance with G.S. 47-30 as amended. Witness my original signature, registration number and seal this 30th day of MAY, A.D., 2019.

David H. Hill, NCPLS L-3863

I, DAVID H. HILL, Professional Land Surveyor certify that this survey creates a subdivision of land within a municipality that regulates parcels of land.

I, DAVID H. HILL, N.C. PROFESSIONAL LAND SURVEYOR, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION AND THAT LOCAL HORIZONTAL AND VERTICAL GRID CONTROL WAS ESTABLISHED FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION, AND THAT THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:
(1) CLASS OF SURVEY: CLASS A
(2) POSITIONAL ACCURACY: 0.03 HORIZONTAL AT 95%
(3) TYPES OF GPS FIELD PROCEDURE(S): VRS
(4) DATES OF SURVEY: JULY, 2018
(5) DATUM/EPOCH: NAD 83/2011
(6) PUBLISHED/FIXED CONTROL USE:
(7) GEOID MODEL: GEOID 12B
(8) COMBINED GRID FACTOR(S): 0.9997771911
(9) UNITS: US SURVEY FOOT
WITNESS MY SIGNATURE, LICENSE NUMBER, AND SEAL THIS 30th DAY OF MAY, A.D., 2019.

L-3863
N.C. PROFESSIONAL LAND SURVEYOR LICENSE #

I, DANIEL HEYMAN
Development Assistance Department Director or Designee for the City of Hendersonville hereby certify that this plat conforms with applicable city zoning ordinance regulations.

06.03.2019
Development Assistance Department Director or Designee Date

State of North Carolina
County of Henderson
I, Tina Ball, Review Officer of Henderson County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

Tina Ball 6-3-2019
Review Officer

State of North Carolina, County of Henderson
This instrument was prepared for registration and recorded in the Office of Register of Deeds in the State and County designated; at Plat Slide 11847, this 3rd day of June, 2019.
At 2:46 pm O'clock.

BY: Deputy

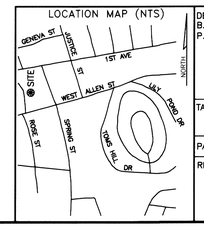
BOOK 2019 PAGE 11847 (1)
904641

This document presented and filed:
06/03/2019 02:46:50 PM
WT
WILLIAM LEE KING, Henderson COUNTY, NC

LEGEND
⊕ MONUMENT FOUND AS NOTED
○ MONUMENT SET AS NOTED
◎ POINT NOT STAKED
P-PED – PHONE PEDESTAL
UP – UTILITY POLE
PHP – PHONE POLE
TRANS – TRANSFORMER
TV-PED – CABLE TV PEDESTAL
WM – WATER METER
WV – WATER VALVE

NOTES:
1- AREAS BY COORDINATE COMPUTATION.
2- ALL AREAS SHOWN ARE SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD OR UNRECORDED THAT MAY DIRECTLY AFFECT ALL AREAS SHOWN.
3- ALL DISTANCES ARE HORIZONTAL GROUND MEASUREMENTS UNLESS OTHERWISE NOTED.
4- THE PROPERTY SHOWN IS WITHIN AN AREA ZONED R6 BY THE CITY OF HENDERSONVILLE.
5- SEE DEED BOOK 1340, PAGE 512 FOR CLOSURE OF FORMER GRAVEL STREET.
6- PUBLIC RIGHT OF WAYS SHOWN ARE PER CITY OF HENDERSONVILLE.
7- THE CURRENT OWNER OF RECORD IS THE HOUSING ASSISTANCE CORPORATION.

LOCATION MAP (NTS)



DEED REFERENCES:
B.O.R. 3337, PG. 276
P.C. "B", SLIDE 240A

TAX REFERENCES:
9568-56-3680

PARTY CHIEF: ZB

REVISIONS:

NORTH CAROLINA PROFESSIONAL SEAL L-3863 LAND SURVEYOR DAVID H. HILL

SURVEY BY
HILL AND ASSOCIATES
SURVEYORS, P.A.
LICENSE NUMBER: C-1991
DAVID H. HILL
N.C.P.L.S. 3863
403 WEST BLUE RIDGE ROAD
EAST FLAT ROCK, NORTH CAROLINA 28726
(828) 693-1409

CHECKED BY: DHH	DRAWING: 2019014
DRAWN BY: DHH	FILE: 2019014
DATE: MAY 30th, 2019	

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: John Connet, City Manager **MEETING DATE:** 1/7/2025

AGENDA SECTION: NEW BUSINESS **DEPARTMENT:** Administration

TITLE OF ITEM: Request to approve Safety City Concept for Rosa Edwards Park – *Mayor Pro Tem Hensley and John Connet, City Manager*

SUGGESTED MOTION(S):

I move that City Council approved the development of a Safety City facility at Rosa Edwards Park. (If Rosa Edwards is not the desired location, please direct staff to identify an alternative location.)

SUMMARY:

Mayor Pro Tem Hensley is leading a countywide effort to construct a Safety City/Town facility in the City of Hendersonville. The staff is proposing to design and construct the facility at Rosa Edwards Park on 3rd Avenue. We will review the concept with City Council and request permission to continue the development of the site.

BUDGET IMPACT: $ 350,000

Is this expenditure approved in the current fiscal year budget? No

If not, describe how it will be funded. TBD

ATTACHMENTS:

Greensboro Facility

Maybe

Redundancy is good



Typically 5 days (three-hour sessions) lots of hand on in collaboration w/ summer programs. 20 students.

N

Stress management

Recycling & environmental stewardship

Sleep & rest

Climate & polllution impacts

Power outages preparedness

Hypothermia & heat stroke

Allergy awareness

Pet safety

Farm equipment safety

Sun protection and hydration

Earthquake safety

Handwashing & hygiene

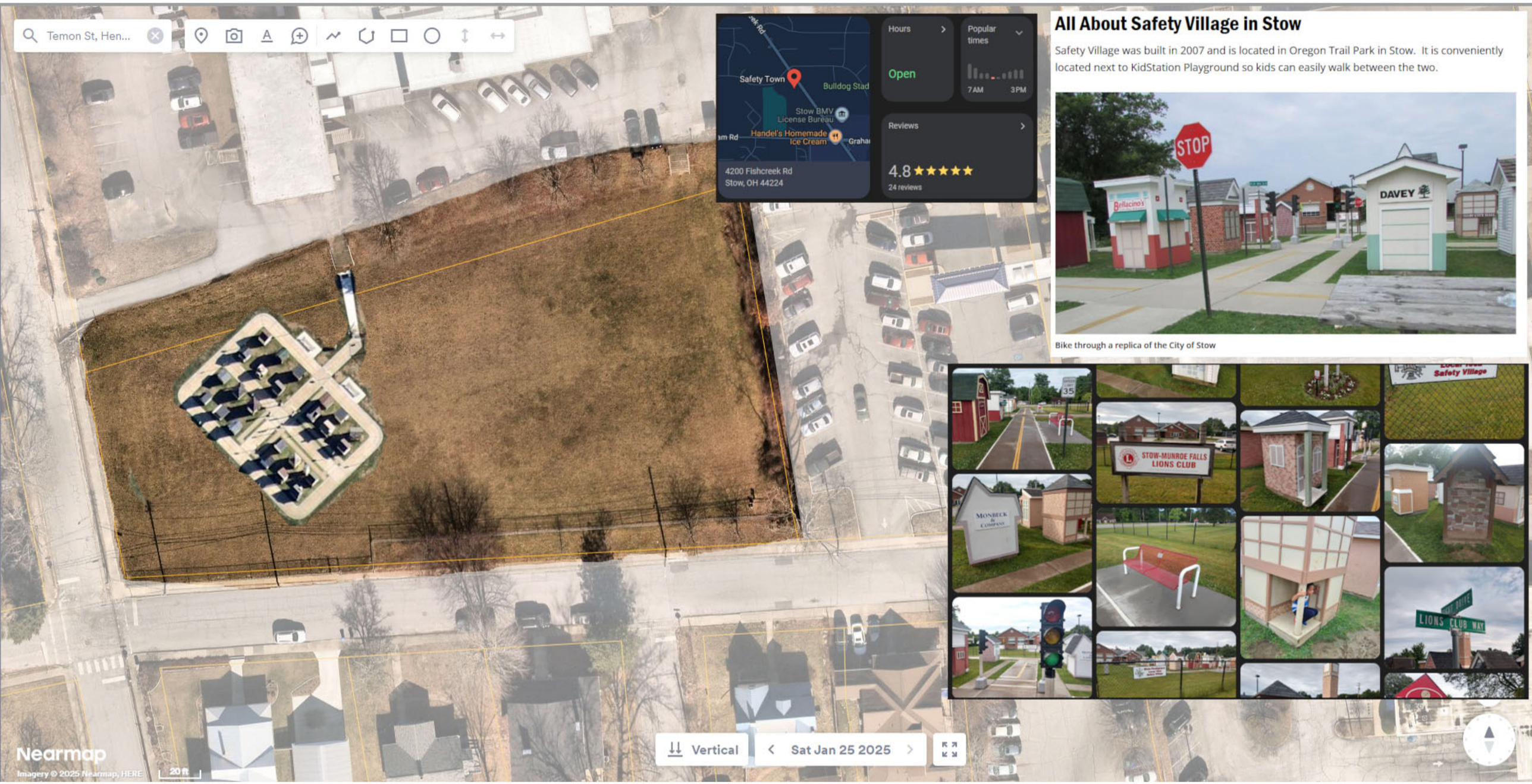
Personal space, sharing, communication

Water

Poisons

(drugs)

Poisonous plants


Temon St, Hen...
Safety Town
Bulldog Stad
Stow BMV License Bureau
Handel's Homemade Ice Cream
4200 Fishcreek Rd
Stow, OH 44224
Hours
Open
Popular times
7 AM
3 PM
Reviews
4.8
24 reviews
All About Safety Village in Stow
Safety Village was built in 2007 and is located in Oregon Trail Park in Stow. It is conveniently located next to KidStation Playground so kids can easily walk between the two.
STOP
DAVEY
Bike through a replica of the City of Stow
STOW-MUNROE FALLS LIONS CLUB
LIONS CLUB WAY
Vertical
Sat Jan 25 2025
Nearmap
Imagery © 2025 Nearmap, HERE
20 ft

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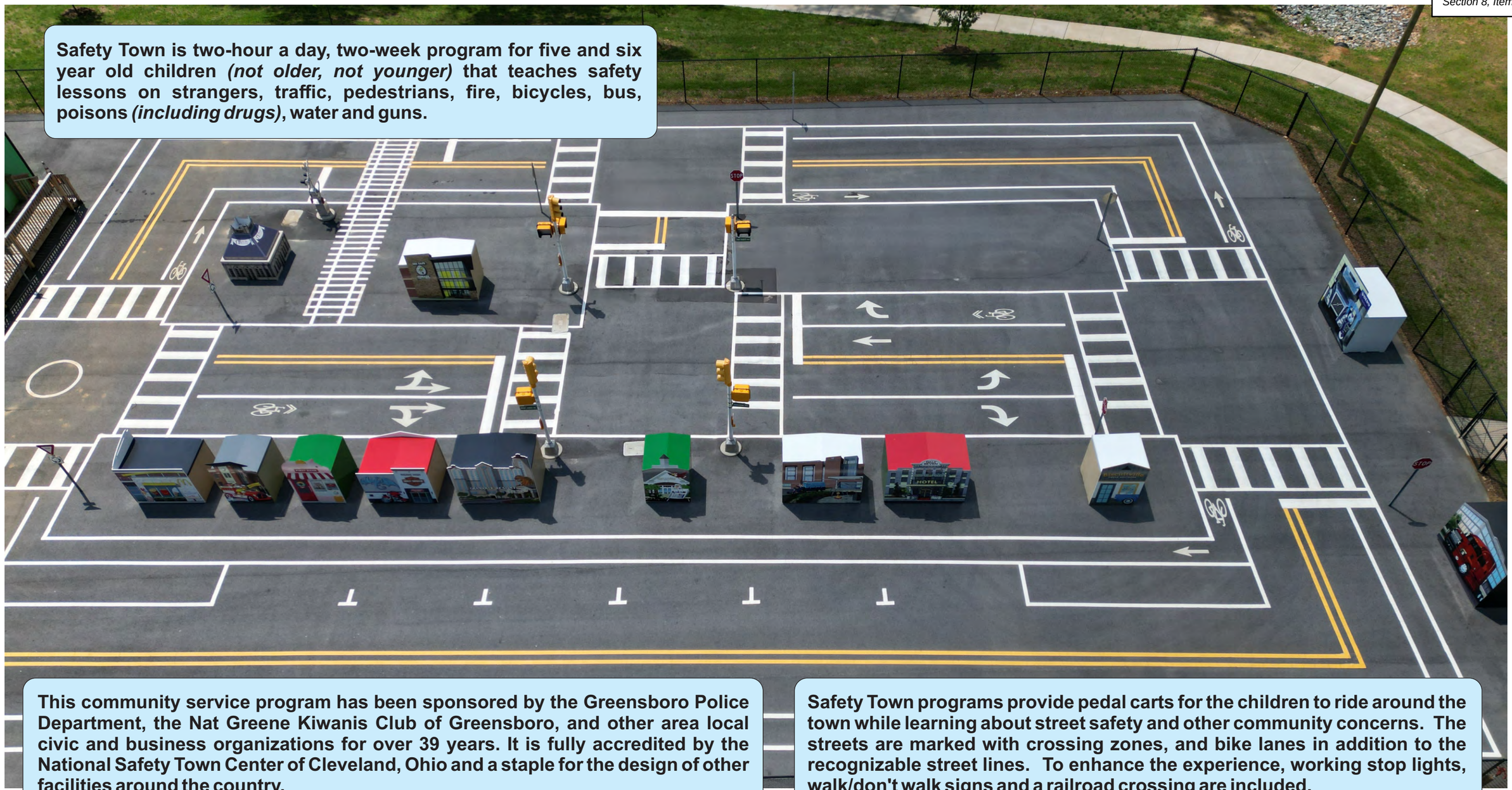
1-800-967-2553
www.allenindustries.com



COMPLETION PHOTOS

Safety Town is two-hour a day, two-week program for five and six year old children *(not older, not younger)* that teaches safety lessons on strangers, traffic, pedestrians, fire, bicycles, bus, poisons *(including drugs)*, water and guns.



This community service program has been sponsored by the Greensboro Police Department, the Nat Greene Kiwanis Club of Greensboro, and other area local civic and business organizations for over 39 years. It is fully accredited by the National Safety Town Center of Cleveland, Ohio and a staple for the design of other facilities around the country.

Safety Town programs provide pedal carts for the children to ride around the town while learning about street safety and other community concerns. The streets are marked with crossing zones, and bike lanes in addition to the recognizable street lines. To enhance the experience, working stop lights, walk/don't walk signs and a railroad crossing are included.

DESIGN & ENGINEERING | PROJECT MANAGEMENT
IN-HOUSE MANUFACTURING | PERMITTING & CODE CHECKS
SURVEYING & INSTALLATION

6 MANUFACTURING LOCATIONS NATIONWIDE!
Greensboro, NC | High Point, NC | Clearwater, FL
Phoenix, AZ | Toledo, OH | Mount Airy, NC

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Safety Town of Greensboro, NC

**All designs and artwork designed, manufactured, printed and installed by Allen Industries.*







The Safety Town monument sign front has dimensional cut-out letters and a donor recognition panel. The reverse side features a blank panel for custom printed banners and announcements for upcoming events.



Each building is designed to accomodate additional donors for the reverse side as the program continues to develop through future years of growth.



The buildings adorning the street are representations of the donor's businesses and sized according to the amount of their donation. Designed by Allen Industries in collaboration with the donor, they represent a fun and kid-friendly environment with recognizable characters.

The buildings are constructed of wood and wrapped in ACM for stability and weather resistence. The prints were applied to ACM or PVC. With a life-expectancy of a minimum of five years of outdoor durability, the donors will be given an opportunity to donate to the program again and have changes made to their facade.





Smitty's McDonalds occupied a corner space on the site, so they purchased two sides allowing additional visual representation.





DESIGN & ENGINEERING | PROJECT MANAGEMENT
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Safety Town of Greensboro, NC

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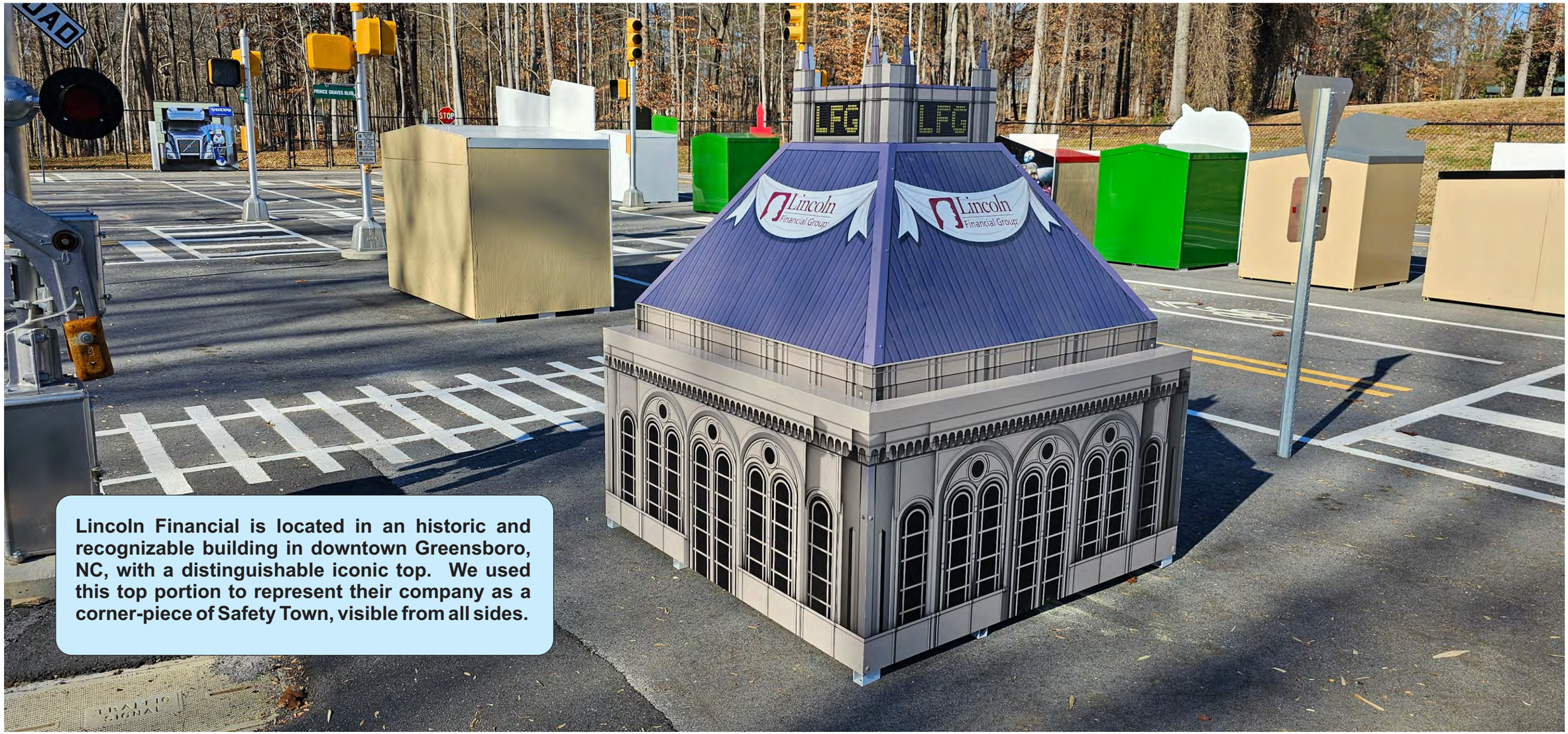
08



Lincoln Financial is located in an historic and recognizable building in downtown Greensboro, NC, with a distinguishable iconic top. We used this top portion to represent their company as a corner-piece of Safety Town, visible from all sides.





DESIGN & ENGINEERING | PROJECT MANAGEMENT
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CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Blake Fulgham, Management Analyst II

MEETING DATE: 1/07/2026

AGENDA SECTION: BOARDS/COMMISSIONS/ COMMITTEE APPOINTMENTS

DEPARTMENT: Public Services

TITLE OF ITEM: 2026 Bicycle Plan Steering Committee Approval - *Blake Fulgham, Management Analyst II*

SUGGESTED MOTION(S):

I move City Council approve the list of potential Bicycle Plan Steering Committee members.

SUMMARY:

City of Hendersonville staff, in conjunction with McAdams (planning consultant), have finalized the scope of the grant-funded 2026 Bicycle Plan. An integral part of the development of the plan will be the participation of a Steering Committee. This committee will be made up of area stakeholders who will provide feedback, assist in engagement efforts, review draft plans, and help shape the final product. City Staff have used NCDOT's guidance for the make-up of the committee (presented at the December City Council meeting) and put together a balanced and well-rounded list of individuals that could potentially serve as Steering Committee members. Staff are requesting City Council's feedback on this list of potential members and ultimately appoint the members to the Steering Committee.

Going forward, with City Council's blessing, Staff will invite the appointees to serve on the Bicycle Plan Steering Committee. We do not anticipate 100% participation from the list. The current list consists of 28 names. A manageable number of committee members would be around 20+/-. As you can see, staff do not have names for some of the recommended categories. City Council is welcome to fill those gaps as needed. Staff have also developed alternates for some of the key positions, particularly for bicycle advocacy groups and small business owners, if needed.

BUDGET IMPACT: N/A

Is this expenditure approved in the current fiscal year budget? N/A

If no, describe how it will be funded. N/A

ATTACHMENTS:

List of Proposed Steering Committee Members

Potential Members of a Bicycle and/or Pedestrian Plan Steering Committee

2026 Bicycle Plan Steering Committee	Name	Organization
City Council Members	Jennifer Hensley	City of Hendersonville
City Council Members	Gina Baxter	City of Hendersonville
Planning Board Representative	Mark Russell	City of Hendersonville
Planning staff	Matthew Manley	City of Hendersonville
Police representative	Kenny Hipps	City of Hendersonville
Assistant City Manager	Brent Detwiler	City of Hendersonville
Admin representative	Blake Fulgham	City of Hendersonville
Medical facility or health representative	Milton Butterworth	Pardee
Medical facility or health representative	Stacy Nash	HC Community Health Direct.
Aging Adult or representative of aging adults	Anita Harrison	AARP Volunteer
Chamber or Major Employer	Bob Williford	Chamber
Downtown Business Owners	Oliver Wall	Mast General
School system representative	Pete Barnet	Safety Director for School District
Major community representative	Jeff Miller	Former City Council
Community physical activity-centered organizations	?	
Minority/Mixed Demographic Leader	Roxanne Pepper	
Hispanic Population Representative	?	
Knowledgeable bicycle advocate	Chris Dannals	Bike.Walk.HVL
Knowledgeable bicycle advocate	Dawn Barr or Joe Sanders	BRBC

Local Bike Shop	Kent Webb or Jordan Barrbitta	Epic Cycle Shop
Trail-Oriented Business	Bart Salvagio or Stephen Bradshaw	Lennox Station / Venture Ecusta
NCDOT Division Planning Engineer	Steve Williams	Div 14
MPO/RPO representative	Sandy Broadwill	FBRMPO
Safe Routes to School	Ada McGovern	FBRMPO
Trail Advocates	Suzanne Hale	Friends of the Oklawaha
Trail Advocates	Laura Rice	Friends of the Ecusta Trail, Executive Director
Youth Advocate	Savana Kawell	Black Bear Coffee
Faith-based organizations and churches	Eric Gash	Speak Life Church
Persons with disabilities	?	
Neighborhood Rep	Dillion Paulus	Local Bike Commuter / West Side Resident
Utility Company	?	Duke Energy (Adam Arrowood), AT&T
Unhoused Population	Alivea Turner	Love & Respect

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: Jennifer Floyd **MEETING DATE:** 01/08/2025

AGENDA SECTION: City Manager Report **DEPARTMENT:** Administration

TITLE OF ITEM: December 2025 Contingency and Adjustment Report – *John Connet, City Manager*

SUGGESTED MOTION(S):

N/A – Presentation Only.

SUMMARY:
In accordance with North Carolina General Statute (NCGS) 159-13(b) it is required that all expenditures resulting from a contingency appropriation budget be reported to the governing board at its next regular meeting and recorded in the minutes.

NCGS 159-15 permits the Budget Officer (City Manager), to transfer budget from one appropriation to another within the same fund, provided any such transfers are reported to the Governing Board. The City of Hendersonville refers to transfers of budget from one appropriation to another within the same fund as a "budget adjustment". City Council authorizes budget adjustments each year with the adoption of the annual budget ordinance (SECTION 4).

This agenda item serves to fulfill the reporting requirements of both NCGS 159-13(b) and 159-15 by providing City Council a summary of all amendments and adjustments occurring thus far in the fiscal year.

BUDGET IMPACT: Detailed Above

Is this expenditure approved in the current fiscal year budget? N/A

If no, describe how it will be funded. N/A

ATTACHMENTS:
Contingency and Adjustment Report

FISCAL YEAR 2025 - 2026 (FY26)
BUDGET AMENDMENTS AND ADJUSTMENTS

Completed	Corrected
Proposed	Denied

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET	DESCRIPTION	APPROVED	TYPE	AMENDMENT NUMBER

CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER: John Connet **MEETING DATE:** 1/07/2026

AGENDA SECTION: CLOSED SESSION **DEPARTMENT:** Administration

TITLE OF ITEM: Closed Session – *John Connet, City Manager*

SUGGESTED MOTION(S):

I move that City Council enter closed session pursuant to NCGS § 143-318.11 (a) (1) and (6) to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes and to consider the qualifications, competence, performance, character, fitness of an individual public officer or employee.

SUMMARY:

City staff is requesting a closed session to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes and to consider the qualifications, competence, performance, character, fitness of an individual public officer or employee.

BUDGET IMPACT: $ TBD

Is this expenditure approved in the current fiscal year budget? NA

If no, describe how it will be funded. NA

ATTACHMENTS:

None