

**MINUTES OF THE
JOINT MEETING OF THE
HENDERSON COUNTY PLANNING BOARD
AND THE DANA COMMUNITY PLAN ADVISORY COMMITTEE
December 16, 2010**

The Henderson County Planning Board and the Dana Community Plan Advisory Committee met on December 16, 2010 for a meeting at 5:30 p.m. in the King Street Meeting Room located at 100 North King Street, Hendersonville, NC. Planning Board members present were Jonathan Parce, Chair; Steve Dozier, Rick Livingston, Tommy Laughter, Mike Cooper, Marilyn Gordon, and Suprina Stepp. Dana Community Plan Advisory Committee members present were Tommy Thompson, Chair, Roger Byers, Harry Fozzard, Danny McConnell, Norma Pryor, Lee Roy Nicholson, Jim Revis, Matt Matteson, Tim Murphy and Planning Board member Tommy Laughter, who is also a member of this Committee). Others present included Anthony Starr, Planning Director; Autumn Radcliff, Senior Planner; Matt Cable, Planner, Parker Sloan, Planner, Sarah Zambon, Deputy County Attorney and Kathleen Scanlan, Secretary. Planning Board members absent were Stacy Rhodes and Wayne Garren. Dana Community Plan Advisory Committee members absent was Jeff Justus, Vice Chair, and Jim Gedwellas.

Chairman Parce called the meeting to order of the Henderson County Planning Board. He asked for the approval of November 18, 2010 meeting minutes. Steve Dozier made a motion to approve the minutes as presented and Rick Livingston seconded the motion. All members present voted in favor.

NEW BUSINESS

Master Plan – Dodd Meadows Major Subdivision (File # 2010-M03) – 88 Dwelling Units on a total project site of 22.19 acres – Will Buie with William G. Lapsley and Associates, Agent for Henderson County Habitat for Humanity, Owner – Presentation by Planner Parker Sloan. Master Plan for Dodd Meadows Major Subdivision (File # 2010-M03) – Located off Crest Road. Presentation by Parker Sloan, Planner. Representatives for this project who were present were Hoyt Bynum, Jr., Executive Director of Habitat for Humanity and a representative, as well as Will Buie with Lapsley and Associates. Mr. Sloan stated that Will Buie with William Lapsley and Associates, agent, on behalf of Henderson County Habitat for Humanity, Inc, owner, submitted a Master Plan and major subdivision application for the project. The applicant proposes a total of 88 dwelling units which is located on approximately 22.19 acres of land with 7.7 acres proposed as open space located off Crest Road. He said the project is not located in a watershed; however, it is located within the floodplain. According to County records, the project site does not contain slopes in excess of 60 percent. It is located in the R1 Zoning District with three new roads proposed to access the property. Public water and public sewer are proposed to serve the project site.

Mr. Sloan said that Staff finds that the proposed Master Plan appears to meet the technical standards of the subdivision regulations of Chapter 200A, Henderson County Land Development Code (LDC) except for the comments listed in the Staff Report as follows:

1. Soil Erosion and Sedimentation Control Plan. The Applicant shall submit written notice from the appropriate local agencies verifying that an Erosion and Sedimentation Control Plan has been received or a written notice from a professional land surveyor, engineer, landscape architect, architect, or professional planner certifying that no plan is required.
2. Public Utilities. City of Hendersonville water currently serves Blue Ridge Drive to the west of the project site. City sewer is across the street to the north of the project site, currently serving businesses along Commercial Boulevard. Extensions of public water and public sewer are proposed to serve the project. According to the LDC, the applicant must provide evidence that the water supply plans and sewer capacity have been approved by the appropriate agency.

**MINUTES OF THE
JOINT MEETING OF THE
HENDERSON COUNTY PLANNING BOARD
AND THE DANA COMMUNITY PLAN ADVISORY COMMITTEE
December 16, 2010**

The development plan may be approved contingent on final approval from such agency; however, the final plat shall not be approved until all such final approvals have been obtained. Any subdivision served by a public water system shall meet the respective county or municipality's minimum requirements for fire hydrant installation.

3. Fire Protection Requirements. Any subdivision served by a public water system shall meet the County's standard of one (1) hydrant per 1000 feet of linear road distance.
4. Stub Roads and Future Connections. The submitted Master Plan shows three future connections. Any existing or proposed on site rights-of-way must be built and constructed to the Major Subdivision road standards of LDC. The proposed stub roads must be constructed to the edge of the property line being developed to be considered a future connection.
5. Duplex Units. The applicant is proposing 20 duplex units. The duplex units will require Major Site Plan review in accordance with §200A-299. Where more than one duplex is desired, this shall be considered a multifamily development and shall adhere to the standards outlined in SR 1.6 (Dwelling, Multifamily, Five or more units). Multifamily dwellings shall be required to have pervious pavement for a minimum of 25 percent of all paved surfaces, adhere to the road standards for major subdivisions, and shall be organized for increased mobility, intersecting grid patterns where possible, and without cul-de-sacs.

The proposed open space meets the 20 percent conservation area requirement per the multifamily dwelling supplemental requirement 1.6 (5).

6. Street Tree Requirements. According to the street tree requirements of Chapter 200A (LDC §§200A-145 and 200A-146) the applicant must provide one tree per 50 linear feet of property abutting an internal road. Trees may be placed in groups with a minimum spacing of no less than 15 feet and a maximum spacing of no more than 65 feet. The trees must be placed within the right-of-way or within 20 feet of the edge of the right-of-way. The applicant may use existing trees in accordance with §200A-153 instead of planting new trees. These existing trees must also be located within the right-of-way or 20 feet of the edge of the right-of-way as required by §200A-146.
7. Dedication of Easement for Potential Stream improvements. Bat Fork Creek maintains the eastern boundary of the project site. The Division of Water Quality classifies this stream as impaired (303 D). Staff asks that the property owner provide an easement along Bat Fork Creek within the proposed open space area (see Master Plan). Potential improvements could include grant funds or volunteer groups restoring and/ or improving the riparian zone along Bat Fork Creek.
8. Conservation Subdivision Standards. Of the approximate 21.19 acres within the project site, 34.7% (7.7 acres) is proposed as conservation area. This amount, more than meets the 25% conservation area requirement for the Conservation Subdivision Option in the Land Development Code and could qualify for a 10% housing density increase.
9. Permanent Protection of Open Space and Management of Open Space. The applicant shall submit a management plan for all proposed open space. Requirements for the plan can be found in §200A-86G. Open Space proposed for a conservation subdivision shall be protected

**MINUTES OF THE
JOINT MEETING OF THE
HENDERSON COUNTY PLANNING BOARD
AND THE DANA COMMUNITY PLAN ADVISORY COMMITTEE
December 16, 2010**

in perpetuity by a binding legal document that is recorded with the deed. The document shall be one of the following 3 options: Permanent Conservation Easement, Permanent Restrictive Covenant, or an equivalent legal tool that provides permanent protection. Proof of a recorded legal instrument as well as an Open Space Management Plan must be submitted to the Planning Department before the final plat for the subdivision can be approved. (§200A-86H & §200A-86G)

10. Public Road Standards. All roads proposed for public use shall be annotated "public" on plans and plats and shall be designed and constructed in accordance with the standards necessary to make the roads eligible to be put on the State Highway Maintenance System at a later date. Such standards are contained in a publication of the North Carolina Department of Transportation, Division of Highways, titled "Subdivision Roads – Minimum Construction Standards," a copy of which is available for review in the office of the Subdivision Administrator. Pursuant to NCGS §136-102.6(d) the NCDOT District Engineer's Office must sign a certificate of approval provided on the face of the final plat for any subdivision where public roads are proposed prior to County approval of the final plat (§200A-81 C).

Mr. Sloan stated that Staff recommends that the northern most road loop back into Volunteer Way and designated a one way road. This will limit road widths and construction costs, as well as, alleviate concerns with dead end roads. In order to avoid traffic problems staff also suggests placing the entrance of any one way road at the primary interior intersection of the development.

11. Drainage. All road or drainage structures shall be constructed in accordance with state roads standards. Road drainage side ditches shall be constructed with sufficient depth and width to carry the expected volume of storm water runoff.

12. Subdivision Signs. All major subdivisions may provide for, at the primary entrance, a community identification/subdivision sign to conform to the sign regulations of Article VII. Such signs should be located in dedicated sign easements, which must be shown on the final plat.

13. Stream Setbacks. All built-upon area shall be at a minimum of 30 feet landward of all perennial and intermittent surface waters.

14. Miscellaneous Advisory Provisions. The Applicant should become familiar with the miscellaneous advisory provisions contained in LDC §200A-81S.

15. Final Plat Requirements. The Final Plat(s) must meet the requirements provided by the Planning Department whenever a subdivision of land occurs.

Mr. Sloan said that the Technical Review Committee considered this application and voted unanimously to send forward a favorable recommendation subject to the applicant addressing the comments listed in Staff's report and obtaining a high density storm water permit before or during Development Plan approval and that the applicant should discuss obtaining the necessary permits with the County Engineering Department.

Mr. Will Buie made a brief presentation of the project and described what they intend to develop. He stated that Habitat is requesting a master plan approval so that they can move forward securing grant

**MINUTES OF THE
JOINT MEETING OF THE
HENDERSON COUNTY PLANNING BOARD
AND THE DANA COMMUNITY PLAN ADVISORY COMMITTEE
December 16, 2010**

applications to try to acquire funds for the development of Dodd Meadows. He briefly stated that they will obtain a high density storm water permit.

After some discussion, Mr. Parce made a motion that the Planning Board find and conclude that the Master Plan appears to comply with the subdivision provisions of the Land Development code (Chapter 200A) and further moves that the Master Plan be approved subject to the following conditions from the comments listed and reviewed by Mr. Sloan in the Staff report as well as the recommended condition regarding the high density storm water permit by the Technical Review Committee. Mike Cooper seconded the motion and all members present voted in favor.

Dana Community Plan Advisory Committee.

Tommy Thompson, Committee Chairman, called the Dana Community Plan Advisory Committee to order and asked for the approval of the meeting minutes of November 15, 2010. LeRoy Nicholson made a motion to approve the minutes and Danny McConnell seconded the motion. All members voted in favor.

Mr. Thompson had each member introduce themselves. Introductions were also made by each Planning Board member present.

Mr. Starr stated that this is the third community plan that Staff has been working on in a series of community plans for all the areas outside of our municipal communities. He commended the Dana Committee members at being perceptive as to what their community wants. Mr. Starr said the next step is after discussion and comments about this Plan, Planning Board makes a recommendation on the Plan to the Board of Commissioners for adoption. Mr. Starr turned the meeting over to Mr. Cable, who gave a presentation of the draft plan.

Presentation of Draft Dana Community Plan.

Mr. Cable said that this presentation mainly focuses on Section Three of the Plan, where the recommendations and the goals and objectives of the Plan are located. He said the Committee was formed in May, 2009 and began meeting thereafter. Mr. Cable's PowerPoint presentation showed a map of the area, which includes the area north of Sugarloaf Road and follows I-26, as its Western boundary and includes about three quarters the area that surrounds the Upward Road and I-26 interchange. The Eastern boundary is the County line and the Southern boundary is defined through and by the interstate or through Green River. Mr. Cable mentioned that there are two Committee members who are not present, Jeff Justus, who served as the Vice-Chairman and Jim Gedwellas. Mr. Cable said that the Committee held it's first of 16 meetings in September, 2009 and there were two public input sessions, the latest one was held on November 8, 2010. He said the Committee took those comments and reviewed them and felt that they were prepared to forward the draft Plan to the Planning Board for their review and eventual recommendation.

Mr. Cable reviewed the demographics and said the average age of the area is from 20 to 64 and that the area has more than doubled in population.

Mr. Cable reviewed the sections of the community plan as follows:

Natural and Cultural Resources

Agriculture

Housing

**MINUTES OF THE
JOINT MEETING OF THE
HENDERSON COUNTY PLANNING BOARD
AND THE DANA COMMUNITY PLAN ADVISORY COMMITTEE
December 16, 2010**

Community Facilities and Public Services

Transportation

Economic Development

Land Use and Development

Community Character and Design

Mr. Cable discussed the goals and objectives that the Committee members developed for each section as follows:

Natural and Cultural Resources.

- Protect water quality within the Dana Planning Area...
 - Develop *educational materials* for development of properties along or with streams,
 - Official watershed designation for Lake Adger within Henderson County should not be supported by Henderson County, unless the water supply would service Henderson County residents, and
 - Promote monitoring the effects of development and agriculture on the quality of water in the Hungry River and Mud Creek.
- Protect land quality within the Dana Planning Area...
 - Consider standards, requirements, incentives or other methods to preserve Dana Planning Area mountain views,
 - Consider expanding ridge top protection regulations, and
 - Support and promote conservation easements within the Dana Planning Area to protect agricultural land and open space.
- Create incentives/opportunities for preservation of historic and cultural sites within the Dana Planning Area.
 - The Historic Resources Commission should encourage the preservation and care of Dana Planning Area historic sites through preservation grants and other identified means that both promote site accessibility and respect the rights and privacy of site owners.

Agriculture.

- Expand and diversify agricultural markets within the Dana Planning Area.
 - Consider establishing a tailgate market in the Planning Area.
- Provide public education as a means of supporting farmers and protecting farmland.
 - Expand and support the existing Agricultural District Signage Program,
 - Work with NCDOT to place road signs warning motorists of slow moving farm machinery,
 - Encourage participation in NCDOT's agritourism signage program, and
 - Support, educate and retain agricultural workers in the Dana Planning Area.
 - Expand agricultural enterprises' access to economic development and promotion programs and support services.
 - Consider establishing a County Agricultural Development Director Position,
 - The County should work with the Henderson County Partnership for Economic Development and others to encourage agriculture-related industries (i.e. agricultural processing plants, biofuels processing , etc.) to locate in the Dana Planning Area.
 - Consider establishing a "Buy Henderson" local food campaign similar to existing "Local Food" campaigns in the region.

Housing:

- Expand affordable housing in the Dana Planning Area.
 - Consider offering incentives for affordable housing.

**MINUTES OF THE
JOINT MEETING OF THE
HENDERSON COUNTY PLANNING BOARD
AND THE DANA COMMUNITY PLAN ADVISORY COMMITTEE
December 16, 2010**

- Expand and diversify housing options.
 - The County should encourage—and regulations should permit—a mix of housing types in the Dana Planning Area.
 - The County should consider applying additional design standards for multifamily units in the Dana Planning Area to ensure continuity with the surrounding rural community.
- Support the continuance and expansion of the existing local program for abandoned/dilapidated manufactured home removal.
- Encourage quality housing for migrant workers through continued enforcement of the minimum housing code and by encouraging additional affordable housing options to serve this population.

Community Facilities and Public Services:

- Schools outdoor recreation facilities should be available for community use when not being used by students or otherwise by the school system.
- Consider establishing a park on the grounds surrounding the Upward Community Center.
- Consider providing sidewalks in commercially zoned areas within the Dana Planning Area.
- Support extensions of public water and public sewer into the Dana Planning Area.
- Redevelop the Dana Community Park, as depicted in the Conceptual Master Plan, to serve as a focal point for the community.
- Upgrade the existing community building.
- Vary recreational opportunities in defined areas of the park,
- Improve user safety,
- Integrate the Park with “Downtown Dana” through pedestrian access, and
- Offer opportunities for gatherings and community events

Transportation:

Mr. Cable stated that the Comprehensive Transportation Plan recommends improvements to the following roadways in this community plan (shown on maps provided in the presentation) :
1-26, Upward Road, Howard Gap Road, Airport Road, Tracy Grove Road, Sugarloaf Road.

- Improve the transportation network in the Dana Planning Area
- The County should prioritize projects within the Dana Planning Area in accordance with Plan goals,
- Improve identified intersections based on recommended studies,
- Facilitate safer automobile movement and alleviate traffic stacking issues on Ridge Road, Academy Road, and Blue House road during school peak hour traffic,
- Provide an additional I-26 interchange between the existing interchanges as Upward Road and US Highway 64 East,
- The County should prioritize bicycle projects within the Dana Planning Area in accordance with Plan goals,
- Review public transit periodically to identify service provision changes or increases, and
- Support public transit expansions in the Planning Area.

Economic Development.

- The Upward Road interchange along I-26 should be recognized as a principal gateway into Henderson County, Dana, Hendersonville, and Flat Rock.
- Economic development at a regional scale should be focused at the interchange and in the surrounding area, and

**MINUTES OF THE
JOINT MEETING OF THE
HENDERSON COUNTY PLANNING BOARD
AND THE DANA COMMUNITY PLAN ADVISORY COMMITTEE
December 16, 2010**

- Aesthetic improvements to the interchange should be considered
- Encourage higher density residential development in the areas near and mixed within nonresidential development at the interchange.
- Promote high-tech and research and development operations in the Dana Planning Area in light of the Planning Area's adjacency to BRCC.

Land Use and Development.

Mr. Cable said there were few recommendations in this section, but there were some zoning change recommendations and were focused on the Upward Road area. He said there were two areas that were recommended for a zoning change:

The west area, (from R1 to Industrial zoning), between Ballenger Road and McMurray Road
The eastern portion (R2R to R1) in the Howard Gap Road area and to the north up to Orchard Road.

Community Character and Design.

Mr. Cable said that this Committee working with a consultant, developed some renderings of how they would like their community to look in the future, which Mr. Cable provided photos in his PowerPoint presentation.

- Community character should be protected for the Dana Planning Area, with particular attention to the "Downtown Dana" area and I-26 Interchange at Upward Road.
 - Building orientation,
 - Façade articulation,
 - Glazing,
 - Parking orientation,
 - Provision of pedestrian access,
 - Signage,
 - Architectural character,
 - View preservation, and
 - Interconnectivity/traffic management.

Chairman Tommy Thompson expressed his appreciation to Mr. Cable, Planning Staff and the Committee members on the endless hours of service and dedicated time spent on this community plan project. He admired the ingenuity in creating the Draft Plan and was impressed with the way Staff and Committee members were motivated and focused for the future well being of Dana community.

Chairman Parce asked about the participation in their community and how did you encourage community participation. Mr. Thompson said that there were two input sessions. The Community was aware of these through word of mouth, and flyers that were sent out and distributed at various locations in the community. He said there were about eighty people who participated in the first input session and around one hundred people in the second input session who gave their opinions and concerns. He said from those inputs, the Committee discussed these and completed the Plan on the citizens of the community and the committee's opinions. He said that with regard to the zoning changes, although it might not be agreeable to everyone, we felt that they were sound and well thought changes that were needed in the area. (Mike Cooper and Rick Livingston left the meeting at this time, but Mr. Cooper stated that he was pleased with the concept of this plan, Mr. Livingston agreed.) Chairman Parce commented that since we have some members leaving this meeting, he

**MINUTES OF THE
JOINT MEETING OF THE
HENDERSON COUNTY PLANNING BOARD
AND THE DANA COMMUNITY PLAN ADVISORY COMMITTEE
December 16, 2010**

asked if the members could vote on the recommendation to the Board of Commissioners for this Plan at January's Planning Board meeting. All members were in favor. Marilyn Gordon asked about the conceptual designs of the Plan and how they came up with the Main Street design and the standards involved. Mr. Thompson said that right now it is concept only and the Committee was not sure how they wanted parking, just the placement of the buildings and how they would appear to the public. We only submitted this design as a conceptual idea, which could be adjusted or changed in the future. Mr. Matteson after looking at some designs that Staff and consultants had submitted for the Committee to review and the Committee decided on this concept on how the future Dana community could look, but they wanted to present one instead of none. Mr. Thompson said they wanted to have at least one example to show what they wanted their community to look like, and he felt that this concept would be orderly and esthetically pleasing to encourage people to live and promote business in the community. He added that we are not set on this particular concept, but wanted to share one of our ideas. Ms. Gordon said she feels that much thought and study has gone into the concept in this Plan and she commended the Committee. (Marilyn Gordon left the meeting at this time because of previous commitments). Steve Dozier asked about the public access to Oleta Falls. Committee member, Harry Fozzard said that this development has a function as a community place. He and others in the community were concerned when Oleta Falls constructed an entrance gate to their development. He said they proposed discussion with the Oleta Falls community, as to whether there could be public access, but their community was offended by this and reacted in a hostile manner to the suggestion. He said the whole balance between a community and a private development can be difficult. He said we had hoped that we would raise a few issues in our Dana Community that could be continued to be discussed and perhaps over time could be worked out. Steve Dozier asked if there was any thought on an interchange at Dana Road, and what would be in that immediate area. Mr. Thompson said that they studied another feeder road, but no preference as to where it would go and did not have any plans. Mr. Starr said that it would take some time for this proposal to happen and a land use study would also be needed for the area.

Public Input.

Mr. Larry Rogers said that the Dana Committee has worked together. He said that he attends and monitors most of the committee meetings. He reminded the members of a few things to keep in mind with their plan. If Green River is classified as a Class Three, then the zoning will be lost that has been studied in this area and be monitored by someone else. He mentioned that the City of Hendersonville has said they might be interested in controlling sewer taps in the area and propose to study zoning with the County Planning.

Adjournment – Dana Community Plan Advisory Committee. Mr. Thompson adjourned the Dana Community Plan Advisory Committee.

Staff Reports to Planning Board. Mr. Starr stated that the Planning Board will start implementation of the Edneyville Community Plan at January's Planning Board meeting. He said the discussion will begin with existing manufactured home parks and improvements to them. He mentioned that the LDC amendments that were reviewed by the Planning Board a few months ago will be reviewed in the near future, as the Commissioners have not taken action on them due to other priorities and because of the changes to Board members.

**MINUTES OF THE
JOINT MEETING OF THE
HENDERSON COUNTY PLANNING BOARD
AND THE DANA COMMUNITY PLAN ADVISORY COMMITTEE
December 16, 2010**

Adjournment. There being no further business, the meeting was adjourned at 6:50 p.m.

Jonathan Parce, Chairman
Henderson County Planning Board

Kathleen Scanlan, Secretary