Operations Center - Assembly Room | 305 Williams St. | Hendersonville NC 28792 Monday, June 24, 2024 – 4:00 PM

AGENDA

- 1. CALL TO ORDER
- 2. APPROVAL OF AGENDA
- 3. APPROVAL OF MINUTES
- 4. OLD BUSINESS
- 5. **NEW BUSINESS**
 - A. Gen H Comprehensive Plan Presentation Grant Meacci & Lorna Allen (Bolton Menk Lead Consultant); Meg Nealon (Nealon Planning); Jenn Gregory (Retail Strategies); & Ben Hitchings (Green Heron Planning)
 - B. Resolution to Accept Short Term Implementation Project Table *Matthew Manley, AICP Strategic Projects Manager*
- 6. OTHER BUSINESS
- 7. ADJOURNMENT

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 Community Development Department no later than 24 hours prior to the meeting at 828-697-3010.



CITY OF HENDERSONVILLE PLANNING BOARD AGENDA ITEM SUMMARY

SUBMITTER: Matthew Manley **MEETING DATE:** June 24, 2024

AGENDA SECTION: New Business DEPARTMENT: Community

Development

TITLE OF ITEM: Gen H Comprehensive Plan Presentation – Grant Meacci & Lorna Allen

(Bolton Menk - Lead Consultant); Meg Nealon (Nealon Planning); Jenn

Gregory (Retail Strategies); & Ben Hitchings (Green Heron Planning)

SUGGESTED MOTION(S):

I move Planning Board recommend City Council adopted the *Gen H Comprehensive Plan* as presented with the following recommended revisions:

1)

2)

3)

SUMMARY:

The Comprehensive Plan consultant team will present the thematic elements of the *Gen H 2045 Comprehensive Plan* along with feedback received from the public based on the draft version of the Gen H Plan that was released to the public for feedback on May 31, 2024. Planning Board's recommendation on the draft plan will be forwarded to City Council for their consideration as they consider adoption of the *Gen H Comprehensive Plan*.

ATTACHMENTS:

- 1. Draft Ordinance
- 2. Draft Plan Feedback Survey Link https://www.publicinput.com/genhfinal
- 3. Link to Draft Plan https://www.hendersonvillenc.gov/sites/default/files/uploads/departments/planning/Comprehensive_Plan/240603_draft_gen_h_comprehensive_plan_sp_reduced.pdf
- 4. Link to Draft Plan Appendix https://www.hendersonvillenc.gov/sites/default/files/uploads/departments/planning/Comprehensive_Plan/240603_draft_gen_h_comprehensive_plan_appendices_sp_reduced.pdf

Ordinance #	
NCIL TO ADOPT	

AN ORDINANCE OF THE CITY OF HENDERSONVILLE CITY COUNCIL TO ADOPT THE "GEN H 2045 COMPREHENSIVE PLAN"

IN RE: Gen H 2045 Comprehensive Plan

WHEREAS, North Carolina General Statues 160D-501 provides that a local government shall adopt and reasonably maintain a comprehensive plan or land-use plan as a condition of adopting and applying zoning regulations; and

WHEREAS, a comprehensive plan sets forth goals, policies and programs intended to guide the present and future physical, social and economic development of the municipality; and

WHEREAS, the City of Hendersonville engaged in a robust community engagement process over the course of the planning process commencing in June of 2023; and

WHEREAS, the City of Hendersonville staff, elected officials, and community advisory committee were closely engaged in the development of the final plan; and

WHEREAS, Planning Board held public comment and deliberated on the Gen H Comprehensive Plan at its special-called meeting on June 24, 2024, voting __- to recommend approval of the Gen H 2045 Comprehensive Plan; and

WHEREAS, City Council took public comment and deliberated on the Gen H Comprehensive Plan at its special called meeting on July 10, 2024, and

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

1. Pursuant to Pursuant to North Carolina General Statute 160D-501, the City of Hendersonville hereby adopts the Gen H 2045 Comprehensive Plan.

2.

Adopted this 1st day of August 2024.	
Attest:	Barbara G. Volk, Mayor, City of Hendersonville
Jill Murray, City Clerk	_
Approved as to form:	

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.

9568-31-5964

159 Osceola Rd

Osceola Inn Adaptive Reuse:	(File # P23-70-CZD)
Applicant/Owner: Fiona McColley	
Signature:	-
Printed Name:	_
Title:	
Date:	

Parcel Numbers:

Addresses:

IN RE:



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

SUBMITTER: Matthew Manley **MEETING DATE:** June 24, 2024

AGENDA SECTION: New Business DEPARTMENT: Community

Development

TITLE OF ITEM: Resolution to Accept Short Term Implementation Project Table – *Matthew*

Manley, AICP - Strategic Projects Manager

SUGGESTED MOTION(S):

For Approval:

I move that Planning Board recommend City Council adopt a resolution accepting the list of Short-Term Implementation Projects Table associated with the Gen H Comprehensive Plan.

[DISCUSS & VOTE]

SUMMARY:

As part of the implementation of the City's Gen H Comprehensive Plan, a standalone table of projects has been derived from the full Implementation Plan - Chapter 6 of the Comprehensive Plan. Whereas the full Implementation Plan recommends projects that will take place over the course of the life of the plan (10-15 years), the Short-Term Implementation Projects Table identifies just those projects that will be initiated and/or completed in the first 1-2 years after plan adoption. These priority projects were vetted by City Staff including City Management as well as the Community Advisory Committee. The stand-alone nature of the Short-Term Implementation Projects Table allows the list to be updated and amended as necessary without requiring a full-scale amendment to the Gen H Comprehensive Plan.

ATTACHMENTS: 1. Draft Resolution to Accept Short-Term Implementation Projects Table 2. Short-Term Implementation Projects Table

HVL Gen H Comp Plan Implementation Portfolio – Short-Term Projects (Draft, 6/3/24)

The Hendersonville Gen H Comprehensive Plan includes a number of action steps to help the City of Hendersonville move quickly and effectively from planning to implementation to begin pursuing its shared community vision. The comprehensive plan lists 76 different implementation measures organized under the 10 plan goals. This is an extensive list that will take years to fully implement. As a result, below is a list of 34 of these projects to consider for short-term action. Together, these form a pool of projects from which to draw for initial implementation efforts, once the plan is adopted. In this way, the City of Hendersonville and its partners can work together in the years ahead to help manage the forces of change and advance the shared community vision. This is a living document and project details will evolve over time, so City of Hendersonville staff will need to update this list periodically to reflect the latest information about each project.

KEY FOR "ESTIMATED COST LEVEL" COLUMN

This column suggests who should be authorized to initiate funding for each project in order to move forward in a timely and effective manner, based on plan approved by Town Council.

\$ = Able to be implemented using discretionary funding available to Department Head

\$\$ = Able to be implemented using discretionary funding available to City Manager

\$\$\$ = Able to be implemented with a line item in the annual City budget

\$\$\$\$ = Able to be implemented with a line item in City Capital Improvements Program
\$\$\$\$\$ = Able to be implemented with third-party funding, e.g. grants or partner resources

KEY FOR "PRIORITY LEVEL"

This designation after each project name suggests a prioritization for the short-term projects for the City to consider when deciding which projects to initiate.

S-1 = Consider initiating these projects first.

S-2 = Consider initiating these projects second.

S-3 = Consider initiating these projects third.

NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST LEVEL	POTENTIAL FUNDING SOURCES	NEXT STEPS
	1. Vibrant Neighborh	noods				
	for self-directed improvements (S-3)	Invite neighborhood organizations and community groups to submit grant proposals to the City to make improvements that they propose such as gateway signage, artwork, local history installations, and improvements to pocket parks.	Development Dept.;	\$\$\$		 Add to Dept. work plans Research examples Develop and finalize program structure and procedures Include funding in annual budget Run program pilot to test approach

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NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST	FUNDING SOURCES	NEXT STEPS
1.02	Better connect neighborhoods to green space amenities by making public investments and adding code standards in new UDO (S-2)	residential areas and parks through	Community Development Dept.; Engineering Dept.; Public Works Dept.	\$\$\$\$	General Fund; MPO grants; state and federal grants	 Add to Dept. work plans Identify and prioritize infrastructure projects Write grant proposals as needed Include code updates in larger UDO update
1.03	Update minimum housing code to reinvent code enforcement to improve dilapidated properties in equitable manner (S-1)	Revise code requirements to catalyze action to address unsafe conditions and poor maintenance on properties in a way that assists residents with limited resources or fixed incomes.	Community Development Dept.	\$\$\$	General Fund	 Add to Dept. work plan Research examples Identify preferred program features Implement updated program
	2. Abundant Housing	g Choices				
2.01	Utilize existing Mixed Use Zoning Districts to introduce multi-family housing in commercial corridors and redevelopment areas (S-1)	Support the production of multi-family housing units in commercial corridors and redevelopment areas through the City's existing mixed use zoning districts to support implementation of the Future Land Use and Conservation Map.	Community Development Dept.	Staff time	NA	 Develop public information about current entitlement opportunity Share information with economic development partners, development community, business community, and property owners

NO.	NAME	DESCRIPTION	LEAD STAFF	EST.	FUNDING	NEXT STEPS
NO.	NAME	DESCRIPTION	LEAD STAFF	COST	SOURCES	NEXT STEPS
2.02	_	Support the production of more affordable housing by implementing the top projects in the City's new Affordable Housing Strategic Plan. Strategies might include creating a Housing Trust Fund, working with institutional partners to catalyze affordable housing development, using development standards to promote affordable housing production (e.g. expand housing types, incentivize affordable housing, update conditional zoning standards), working with selected neighborhoods (e.g. Green Meadows) to develop a community land trust to protect and develop affordable housing, studying publicly owned land for use for affordable housing, and assisting property owners as micro developers.	Community Development Dept.	\$\$\$\$	General Fund; possible City Bond Referendum; HOME AND CDBG funds; Low-Income Housing Tax Credit; partner resources	 Select priority implementation projects from Affordable Housing Strategic Plan Scope projects; add to Dept. work plan Secure necessary funding Organize and initiate projects Manage project portfolio
2.03	Explore code provisions in new UDO to diversify housing stock to promote lifecycle housing and more neighborhood age diversity (S-2)	Support the development of neighborhoods with housing for all ages by allowing a broader range of housing types and other development standards in a manner consistent with community character.	Community Development Dept.	Staff time	NA	• Include in larger UDO update
2.04	to clear dilapidated	Create an organization to acquire, stabilize, improve, and resell unsafe and abandoned properties to put them back into productive use.	Community Development Dept.; Administration Dept.	\$\$\$	General Fund (start-up funding)	 Add to Dept. work plans Research examples Identify preferred organizational structure Develop sustainable funding

NO.	NAME	DESCRIPTION	LEAD STAFF	EST.	FUNDING	NEXT STEPS
NO.	NAME	DESCRIPTION	LEAD STAFF	COST	SOURCES	NEXT STEPS
	3. Healthy and Acces	ssible Natural Environment				
3.01	protection standards as part of new UDO to promote access and	Develop green space standards for new development that clarify the preferred type and characteristics of land to be protected, and that promote local access to this resource.	Community Development Dept.; Public Works Dept.	Staff time	NA	• Include in larger UDO update
3.03	Resources requirements in zoning ordinance with	Combine the development standards for natural resources and floodplain protection as part of drafting a new Unified Development Ordinance.	Community Development Dept.; Stormwater Dept.	Staff time	NA	Include in larger UDO update
3.05	Master Plan (S-3)	Improve the local park system by pursuing the top implementation projects called for in the new Parks & Green Space Master Plan.	Public Works Dept.	\$\$\$\$	General Fund; state and federal grants	 Include in Dept. work plan Draft and issue RFQ/RFP for project designs and construction management Select project consultant Finalize scope and contract Oversee consultant designs Put projects out to bid
3.06	expanding tree canopy	Work systematically to protect and expand the tree canopy in the City by drafting and implementing an urban forestry plan.	Public Works Dept.	\$\$\$	General Fund	 Add to Dept. work plan Select internal project manager Draft and issue RFQ/RFP Select project consultant Finalize scope and contract

NO.	NAME	DESCRIPTION	LEAD STAFF	EST.	FUNDING	NEXT STEPS
				COST	SOURCES	
	4. Authentic Commu	nity Character				
4.01	Create Unified Development Ordinance (UDO) to improve clarity and quality of development standards (S-1)	Provide a single, integrated set of development standards that is consistent with the new Gen H Comprehensive Plan by drafting a Unified Development Ordinance.	Community Development Dept.	\$\$\$	General Fund	 Add to Dept. work plan Select internal project manager Draft and issue RFQ/RFP Select project consultant Finalize scope and contract
4.02	Codify Downtown Design Guidelines with UDO updates (S-2)	Translate the Downtown Design Guidelines into enforceable standards for new development and redevelopment by integrating them into the new UDO.	Community Development Dept.	Staff time	NA	Include in larger UDO update
4.03	of appropriate Design	Improve the appearance and function of entry corridors and other areas by exploring the development of design guidelines for these areas for inclusion in the UDO.	Community Development Dept.	Staff time	NA	Include in larger UDO update
4.04	catalyze aging commercial redevelopment; consider	Increase the vitality and utilization of aging commercial areas by preparing updated development standards that promote walkable mixed-use environments. Consider using formbased code standards for these and other activity centers.	Community Development Dept.	Staff time	NA	• Include in larger UDO update

NO.	NAME	DESCRIPTION	LEAD STAFF	EST.	FUNDING	NEXT STEPS
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4.08	component of revised	Improve the maintenance of vacant buildings and catalyze their redevelopment through the creation of a vacant property program.	Community Development Dept.	Staff time	NA	 Include in Dept. work plan Research examples Develop proposed program structure and procedures Solicit input from property owners and community stakeholders Finalize program structure, procedures Launch program with property owner outreach
	5. Safe Streets and	Trails				
5.01	and begin design on other priority projects in	from the new Walk Hendo that the City can currently afford, and begin design on more expensive projects in the plan	Engineering	\$\$\$\$	General Fund; MPO grants; state and federal grants; local transportation bond	 Include in Dept. work plans Draft and issue RFQ/RFP for project design and construction management Select project consultant Finalize scope and contract Oversee consultant design Put projects out to bid
5.02	fund targeted updates to HVL Bike Plan (S-3)	such as the Écusta Trail necessitate	Community Development Dept.; Engineering Dept.; Public Works Dept.	\$\$\$		 Add to Dept. work plans Select internal project manager Write NCDOT grant proposal Draft and issue RFQ/RFP Select project consultant Finalize scope and contract
5.05			Community Development Dept.; Engineering Dept.; Public Works Dept.	\$\$\$	General Fund	 Add to Dept. work plans Select internal project manager Draft and issue RFQ/RFP Select project consultant Finalize scope and contract

6

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NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST	FUNDING SOURCES	NEXT STEPS
5.06	development, guidelines, and standards in new	Adopt code provisions to support appropriate development along local trails to serve users and leverage this public investment.	Community Development Dept.; Engineering Dept.; Public Works Dept.	Staff time	NA	• Include in larger UDO update
5.07	team approach to coordinate floodplain management, stream restoration, trails, and	Integrate work to improve the pedestrian and bicycle network with floodplain management and restoration of riparian corridors to harmonize these activities and maximize their effectiveness. Utilize utility improvements and road resurfacing projects to assist with this work.	Community Development Dept.; Stormwater Dept.; Engineering Dept.; Public Works Dept.	Staff time	NA	 Compare existing and planned projects Identify opportunities for coordination and integration
5.08	projects as an	Use resurfacing projects as an opportunity to reconfigure and restripe road rights of way to include safe bicycle and pedestrian facilities.	Community Development Dept.; Engineering Dept.; Public Works Dept.	Staff time	General Fund	 Use Walk Hendo Plan, Bike Plan, and Transportation Plan to identify opportunities for restriping network to serve all modes Coordinate internally and with NCDOT Hire engineering design consultant if needed
5.09	sections that support pedestrian friendly	Create standard City street cross sections for construction by the City and by developers that make streets safer for all modes of travel.	Community Development Dept.; Engineering Dept.; Public Works Dept.	\$\$\$	NA	 Add to Dept. work plans Select internal project manager Draft and issue RFQ/RFP Select project consultant Finalize scope and contract Conduct project and add new cross sections to engineering design manual

7

NO.	NAME	DESCRIPTION	LEAD STAFF	EST.	FUNDING	NEXT STEPS
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	6. Reliable and Acce	ssible Utility Services				
6.01	Align utility and infrastructure policy/plans with land use plans and with local and state partners (S-1)	Coordinate land use, utility, and infrastructure planning and policies with partner agencies to advance community goals.	Community Development Dept.; Administration Dept.; Public Works Dept.; Water & Sewer Dept.	Staff time	NA	 Review land use plans and utility and infrastructure plans and policies Engage local and state partners to coordinate Explore policy updates, Memoranda of Understanding, Interlocal Agreements, and other tools as appropriate
6.04	HVL Team: Add water, wastewater, and stormwater projects (S-2)	Fund priority utility and infrastructure projects to provide water, wastewater, and stormwater management services.	Water & Sewer Dept.; Stormwater Dept.	\$\$\$\$	Water & Sewer Capital Fund; Stormwater Fund	 Include in Dept. work plans Draft and issue RFQ/RFP for project design and construction management Select project consultant Finalize scope and contract Oversee consultant design Put projects out to bid
	7. Satisfying Work 0	pportunities				
7.01	Continue to engage business community in business improvement and policy decisions (S-2)	Continue to hold regular meetings and other activities with members of the local business community to actively involve them in improving local business conditions and related policy questions.	Hendersonville; Administration Dept.;	Staff time	NA	 Continue to actively engage local business owners Coordinate with Hendersonville Chamber, Henderson County Economic Development Partnership, and other partners
7.05	Use Downtown Opportunities Fund as test case for possible expansion outside downtown (S-2)	Leverage experience with the Downtown Opportunities Fund to potentially assist businesses throughout the community.	Downtown Hendersonville; Administration Dept.; Community Development Dept.	\$\$\$	General Fund	 Work with business owners and other stakeholders to identify business needs outside downtown Identify components of Downtown Opportunities Fund that are transferable Develop program structure and procedures Secure funding Run pilot program to test approach

8

<u>DRAFT, 5/20/24</u>

NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST	FUNDING SOURCES	NEXT STEPS
	8. Welcoming and In	clusive Community				
8.04	Encourage development of entrepreneur assistance program (S-3)	Work to catalyze and support local businesses by assisting in the creation of small-business development initiative.	Downtown Hendersonville; Administration Dept.; Community Development Dept.	Staff time	NA	 Engage partners in identifying entrepreneur assistance needs Collaborate to develop program structure
8.06	Complete ADA transition plan (S-1)	Finish the strategy for improving accessibility in the community.	Public Works Dept.; Engineering Dept.	Staff time	NA	 Finalize plan Include clear portfolio of implementation measures
8.10	Develop Citizens Academy to build local leadership and civic participation (S-2)	Establish a program to teach people about how government and other civic organizations work and build their leadership skills.	Administration Dept.; all depts.	Staff time	NA	 Select project manager Research examples Develop proposed structure and procedures Solicit input from stakeholders Finalize program structure, procedures Launch program
	9. Accessible and Av	vailable Community Uses and Se	rvices			
9.01	Continue to consider access and equity in development of service master plans (e.g. parks plan, Walk Hendo plan) (S-2)	Work to make City systems more accessible and equitable by continuing to include these considerations in the development of service master plans.	Public Works Dept.; Engineering Dept.; Administration Dept.	Staff time	NA	 Continue to identify access and equity as key goals Communicate these goals to dept. staff and plan consultants
9.02	Continue to identify additional opportunities to consistently provide accessible meetings and public participation (S-2)	Work to increase public engagement and involvement by finding additional ways to make public meetings and activities accessible.	Administration Dept.; Community Development Dept.	Staff time	NA	 Review public engagement methods and meeting procedures for opportunities to improve access and engagement Test additional methods identified

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NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST	FUNDING SOURCES	• NEXT STEPS
	Continue to explore smart cities technologies to make selected improvements to service delivery (S-2)	Develop tools and processes such as vendor demos and pitch and pilot events to evaluate the potential of new technologies to improve local services.	Administration Dept.	Staff time	NA	 Select project manager Add to Dept. work plan Identify services that could potentially be improved by smart cities technologies Solicit vendor solutions through pitch events Arrange vendor demos and pilots to test promising technologies Fund and scale up technologies that work
10. Resilient Community						
10.08	Conduct analysis to ensure full alignment of adopted City plans (S-2)	adopted plans are working together in	Community Development Dept.; Administration Dept.; other depts. As appropriate	Staff time	NA	 Add to Dept. work plans Research analysis methods such as Plan Integration Scorecard Identify plans to analyze Create working group of plan stewards Select approach Conduct analysis Discuss findings Revise plans as appropriate

Resolution #	Section 5, Item B.

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL ACCEPTING THE SHORT-TERM IMPLEMENTATION PROJECTS LIST ASSOCIATED WITH GEN H COMPREHENSIVE PLAN

WHEREAS, the City of Hendersonville has adopted the Gen H Comprehensive Plan which includes an Implementation Plan (Chapter VI); and

WHEREAS, Chapter VI of the Gen H Comprehensive Plan recommends projects that will take place over the course of the life of the plan (10-15 years), the Short-Term Implementation Projects Table identifies just those projects that will be initiated and/or completed in the first 1-2 years after plan adoption; and

WHEREAS, these priority projects identified in the Short-Term Implementation Projects List were vetted by City Staff including City Management as well as the Community Advisory Committee; and

WHEREAS, the stand-alone nature of the Short-Term Implementation Projects Table allows the list to be updated and amended as necessary without requiring a full-scale amendment to the Gen H Comprehensive Plan;

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

- 1. The City hereby accepts the Short-Term Implementation Projects List as a standalone document; and
- 2. The City Manager is authorized to modify and amend the Short-Term Implementation Projects List as needed in conjunction with the Gen H Comprehensive Plan;

Adopted by the City Council of the Cit 20	ty of Hendersonville, North Carolina on thisday of
Attest:	Barbara G. Volk, Mayor, City of Hendersonville
Jill Murray, City Clerk	
Approved as to form:	
Angela S. Beeker, City Attorney	