



CITY OF HENDERSONVILLE CITY COUNCIL SPECIAL MEETING

Operations Center - Assembly Room | 305 Williams St. | Hendersonville NC 28792
Wednesday, September 22, 2021 – 4:00 PM

AGENDA

1. **CALL TO ORDER**

2. **PUBLIC HEARINGS**

- A. Zoning Text Amendment P21-41: Addition and Definition of Small-Scale Manufacturing with Supplementary Standards (P21-41-ZTA): *Jamie Carpenter, Community Development – Downtown Division Manager*

3. **PRESENTATIONS**

- A. Quarterly Financial Update – *Brian Pahle, Assistant City Manager*

4. **NEW BUSINESS**

- A. Parking Deck Guaranteed Maximum Price (GMP) and Amendment to Contract with Edifice General Contractors – *Brian Pahle, Assistant City Manager*
- B. Discuss Expansion of Public Works Department – *Tom Wooten, Public Works Director*
- C. Mental Health Counseling for Public Safety Departments – *James Miller, Fire Chief and Blair Myhand, Police Chief*
- D. Request to Establish a Hiring Bonus Program for Recruitment of New Employees - *Jennifer Harrell, Human Resources Director and Blair Myhand, Chief of Police*

5. **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.



CITY OF HENDERSONVILLE PLANNING BOARD AGENDA ITEM SUMMARY

SUBMITTER: Lew Holloway

MEETING DATE: September 22nd, 2021

AGENDA SECTION: PUBLIC HEARING

DEPARTMENT: Community
Development

TITLE OF ITEM: Zoning Text Amendment P21-41: Addition and Definition of Small-Scale Manufacturing with Supplementary Standards (P21-41-ZTA): *Jamie Carpenter, Community Development – Downtown Division Manager*

SUGGESTED MOTION(S):

1) For Recommending Approval:

I move the City Council adopt the ordinance of the City of Hendersonville City Council to amend Article 5 - Zoning District Classifications: section 5-6-1, section 5-7-1, section 5-8-1, section 5-19-1, section 5-22-1, section 5-23-1, section 5-27-1; Article 12 - Definition of Terms: section 12-2; Article 16 - Supplementary Standards for Certain Uses: section 16-4 of the City of Hendersonville Zoning Ordinance to add and define small scale manufacturing to zoning district classifications c-1, c-2, c-3, CMU, GHMU, HMU and CHMU based on the following:

That the map amendment is **consistent** with the 2030 Comprehensive Plan Chapters 4, 7 and 8 as established by the Planning Board's adopted Comprehensive Plan Consistency Statement and that it is **reasonable** and in the **public's interest** to approve the application for the following reasons:

- 1) It encourages infill development and redevelopment in areas planned for high intensity development. (Goal LU-1)

Continued on next page

1) For Recommending Denial:

In considering the proposed Zoning Text Amendment P21-41-ZTA (Small Scale Manufacturing), I move the City Council **DENIES** the addition and definition of Small-Scale Manufacturing with Supplementary Standards to C-1, C-2, C-3, CMU, GHMU, HMU and CHMU based on the following:

That the map amendment is **inconsistent** with the 2030 Comprehensive Plan (Chapters 2 and 8) and that it is **not reasonable** and in the public's interest to approve the application for the following reasons:

- 1) The amendment is not consistent with the Comprehensive Plan [if applicable];
- 2) The amendment is not in the public interest because [state why if applicable]

2) It contributes to downtown's role as the focal point of niche retailers within the city. (Goal CR-4) 3) It encourages mixed-use development that reduces the need to drive. (Goal TC-1) 4) It will promote additional diversity of job opportunities within the City of Hendersonville. 5) It encourages reinvestment in existing infrastructure and commercial real estate within the City of Hendersonville. [if applicable] 6) It reflects adaptation by the City to changing market trends in retail and manufacturing. [if applicable]	
--	--

SUMMARY:

At the August 9th, 2021 Planning Board meeting, a public hearing was conducted to review, comment on and eventually recommend for adoption by the Hendersonville City Council a Zoning Text Amendment adding and defining Small Scale Manufacturing as a permitted use subject to supplementary standards in zoning district classifications C-1, C-2, C-3, CMU, GHMU and HMU.

North Carolina General Statute 160D-604(d) also requires that the planning board advise and comment on whether the proposed action is consistent with any comprehensive plan that has been adopted. An analysis of comprehensive plan consistency was not explicitly covered in the presentation or in the motion for adoption. As such staff returned to the Planning Board September 13th to formally adopt a Comprehensive Plan consistency statement for Zoning Text Amendment P21-41-ZTA: Addition and Definition of Small Scale Manufacturing with Supplementary Standards.

Please see the attached Staff Report for a review of the proposed text amendment and a recap of the actions of the Planning Board.

PROJECT/PETITIONER NUMBER: P21-41-ZTA

PETITIONER NAME: City Initiated

ATTACHMENTS: Staff Report, Downtown Advisory Board June Minutes, Planning Board July Minutes, Planning Board August Minutes and Small Scale Manufacturing Ordinance.

Ordinance # ____ - ____

AN ORDINANCE OF THE CITY OF HENDERSONVILLE CITY COUNCIL TO AMEND ARTICLE 5 - ZONING DISTRICT CLASSIFICATIONS: SECTION 5-6-1, SECTION 5-7-1, SECTION 5-8-1, SECTION 5-19-1, SECTION 5-22-1, SECTION 5-23-1, SECTION 5-27-1; ARTICLE 12 - DEFINITION OF TERMS: SECTION 12-2; ARTICLE 16 - SUPPLEMENTARY STANDARDS FOR CERTAIN USES: SECTION 16-4 OF THE CITY OF HENDERSONVILLE ZONING ORDINANCE TO ADD AND DEFINE SMALL SCALE MANUFACTURING TO ZONING DISTRICT CLASSIFICATIONS C-1, C-2, C-3, CMU, GHMU, HMU AND CHMU.

WHEREAS, the City of Hendersonville's Downtown Advisory Board and Planning Board have reviewed and recommended for adoption a zoning text amendment adding and defining Small Scale Manufacturing to the City of Hendersonville Zoning Ordinance; and

WHEREAS, City Council desires to promote the efficient use and reuse of commercial space within City limits by permitting compatible development and redevelopment; and

WHEREAS, City Council desires to promote a diverse local economy which promotes and supports small business job creation; and

WHEREAS, the addition of Small Scale Manufacturing as a use represents a response to changing trends and opportunities within manufacturing and economic development in the City of Hendersonville.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Hendersonville, North Carolina that Article 5 – Zoning District Classifications: Section 5-6-1, Section 5-7-1, Section 5-8-1, Section 5-19-1, Section 5-22-1, Section 5-23-1 Section 5-27-1; Article 12 – Definition of Terms: Section 12-2; Article 16 – Supplementary Standards for Certain Uses: Section 16-4 of the City of Hendersonville Zoning Ordinance shall be amended to add and define small scale manufacturing to Zoning District Classifications C-1, C-2, C-3, CMU, GHMU, HMU, and CHMU as follows:

ARTICLE V ZONING DISTRICT CLASSIFICATIONS

Section 5-6 C-1 Central Business Zoning District Classification

5-6-1 Permitted Uses

Small Scale Manufacturing, subject to the Supplementary Standards contained in Section 16-4, below

Section 5-7 C-2 Secondary Business Zoning District Classification

5-7-1 Permitted Uses

Small Scale Manufacturing, subject to the Supplementary Standards contained in Section 16-4, below

Section 5-8 C-3 Highway Business Zoning District Classification

5-8-1 Permitted Uses

Small Scale Manufacturing, subject to the Supplementary Standards contained in Section 16-4, below

Section 5-19 CMU Central Mixed Use Zoning District Classification

5-19-1 Permitted Uses

Small Scale Manufacturing, subject to the Supplementary Standards contained in Section 16-4, below

Section 5-22 GHMU Greenville Highway Mixed Use Zoning District Classification

5-22-1 Permitted Uses

Small Scale Manufacturing, subject to the Supplementary Standards contained in Section 16-4, below

Section 5-23 HMU Highway Mixed Use Zoning District Classification

5-23-1 Permitted Uses

Small Scale Manufacturing, subject to the Supplementary Standards contained in Section 16-4, below

Section 5-27 CHMU Commercial Highway Mixed Use Zoning District Classification

5-27-1 Permitted Uses

Small Scale Manufacturing, subject to the Supplementary Standards contained in Section 16-4, below

ARTICLE XII DEFINITION OF TERMS

Section 12-2 Definition of Commonly Used Terms and Words

Small Scale Manufacturing: The assembly, fabrication, or processing of goods and materials using processes that ordinarily do not create noxious noise, smoke, fumes, odors, glare, or health or safety hazards outside of the building where such assembly fabrication, or processing takes place. And where such processes are housed entirely within a building. And where such processes do not require frequent shipping and receiving activities by a truck rated Class 8 or above in the Federal Highway Administration's vehicle class system.

ARTICLE XVI SUPPLEMENTARY STANDARDS FOR CERTAIN USES

Section 16-4 Standards

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 & CHMU.
- d) Outdoor storage of goods and materials shall not exceed 25% of the total footprint of all buildings on the property in zoning district classifications C-2 & 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 (1) 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.**

Adopted by the City Council of the City of Hendersonville, North Carolina on this 22nd day of September 2021.

Attest:

Barbara G. Volk, Mayor, City of Hendersonville

Angela L. Reece, City Clerk

Approved as to form:

Angela S. Beeker, City Attorney

Addition and Definition of Small Scale Manufacturing with
Supplementary Standards to C-1, C-2, C-3, CMU, GHMU, HMU and CHMU
(P21-41-ZTA)
CITY OF HENDERSONVILLE - COMMUNITY DEVELOPMENT STAFF REPORT

Staff Report Contents

SUMMARY OF TEXT AMENDMENT	2
COMPREHENSIVE PLAN CONSISTENCY ASSESSMENT AND STATEMENT:.....	3
REASONABLENESS STATEMENT:.....	4
PUBLIC COMMENT:.....	5
PLANNING BOARD - SUMMARY OF ACTION [RESERVED FOR CITY COUNCIL REPORT].....	6
Summary of Planning Board Recommendations	6
Planning Board Motion	6
ATTACHMENTS:	7



SUMMARY OF TEXT AMENDMENT

Community Development staff initiated a conversation about the addition of “Small Scale Manufacturing” as an allowed use in zoning districts associated with our downtown, boulevards and major thoroughfares following a series of inquiries from small business owners and other measures of project interest. Staff first brought the proposed use to the Downtown Advisory Board for review and recommendation, followed by a two round review by the Planning Board. The proposed definition and associated supplementary standards for “Small Scale Manufacturing” are the end result of those conversations.

The definition alongside the supplementary standards provide for additional compatible uses within these districts not currently permitted. Examples include artisan craft producers, outdoor gear builders, cooperative spaces or business incubators and technology product developers. Much like the addition of Microbreweries (after which Small Scale Manufacturing was modeled) helped fill vacant spaces and activate otherwise difficult spaces, the Downtown and Planning Boards believe this new use will contribute positively to the vibrancy of the targeted zoning districts. Staff are proposing the addition and definition of a third categorical type of industrial use to be termed “Small Scale Manufacturing.” Small Scale Manufacturing is proposed to be a permitted use subject to Supplementary Standards in zoning district classifications C-1, C-2, C-3, CMU and HMU.

Small Scale Manufacturing shall be defined as, “Small Scale Manufacturing: The assembly, fabrication, or processing of goods and materials using processes that ordinarily do not create noxious noise, smoke, fumes, odors, glare, or health or safety hazards outside of the building where such assembly fabrication, or processing takes place. And where such processes are housed entirely within a building. And where such processes do not require frequent shipping and receiving activities by a truck rated Class 8 or above in the Federal Highway Administration’s vehicle class system.”

The Supplementary Standards for Small Scale Manufacturing are proposed to be the following;

- 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 & CHMU.*
- d) Outdoor storage of goods and materials shall not exceed 25% of the total footprint of all buildings on the property in zoning district classifications C-2 & C-3.*
- e) Newly constructed loading and unloading 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 (1) 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.*

Small Scale Manufacturing would be required to meet all applicable zoning requirements including but not limited to, parking, buffer yards, screening, etc.

COMPREHENSIVE PLAN CONSISTENCY ASSESSMENT AND STATEMENT:

The Comprehensive Plan does not have a dedicated chapter on economic development. As such staff looked to understand more broadly the intent of various future land use categories that would be impacted by the proposed Zoning Text Amendment. Future Land Uses that will be impacted by the proposed text amendment include Business Center, Regional Activity Center, Downtown Core, Downtown Support, Urban Institutional & High Intensity Neighborhood. While none of these Land Uses currently discuss Small Scale Manufacturing explicitly, they all discuss the inclusion of retail and office uses as primary and/or secondary uses. The supplementary standards for Small Scale Manufacturing are intended to provide for a customer facing retail or showroom type space to align this new use with the existing character of these districts.

Chapter 8 establishes the Consistency of this approach under Strategy LU-1.1 which establishes the following; “Encourage infill development and redevelopment in areas planned for high intensity development, as indicated by the “Priority Infill Areas” on Map 8.3a. Further this Action LU-1.1.1 states that “Review zoning standards in High-Intensity Neighborhood, Neighborhood Activity Center, Regional Activity Center, Downtown Core, Downtown Support and Urban Institutional areas and revise as necessary to enable compatible infill projects.

Chapter 4 establishes a goal to “Promote downtown as Hendersonville’s central gathering place and a focal point for niche retailers and entertainment, cultural and civic uses.” It was clear in discussing Small Scale Manufacturing that the Downtown Advisory Board saw this use as promoting the inclusion on a new kind of and welcomed “niche retailer.”

Chapter 7 establishes a strategy (TC-1.1) intended to reduce vehicle miles driven that “Encourage mixed-use, pedestrian friendly development that reduces the need to drive between land uses. As a job creator, small scale manufacturer can contribute to viable employment within the mixed use areas highlighted throughout the comprehensive plan.

CONSISTENCY STATEMENT:

The proposed zoning text amendment for “Addition and Definition of Small Scale Manufacturing with Supplementary Standards to C-1, C-2, C-3, CMU, GHMU, HMU and CHMU (P21-41-ZTA)” is consistent with Comprehensive Plan because it:

- 1) Encourages infill development and redevelopment in areas planned for high intensity development.
- 2) Contributes to downtown’s role as the focal point of niche retailers within the city.
- 3) Encourages mixed-use development that reduces the need to drive.

REASONABLENESS STATEMENT:

The text amendment is reasonable and in the public's interest because:

- 1) It will promote additional diversity of job opportunities within the City of Hendersonville.
- 2) It encourages reinvestment in existing infrastructure and commercial real estate within the City of Hendersonville, supporting a sustainable tax base.
- 3) It reflects adaptation by the City to changing market trends in retail and manufacturing.

PUBLIC COMMENT:

The proposed text amendment has been reviewed in public meetings including the Downtown Advisory Board and the Planning Board. In addition, the Planning Board hosted a public hearing on the text amendment on August 9th, 2021. Comments received have been generally supportive. Concerns were centered around compatibility issues, such as scale, outdoor storage, deliveries, etc. and were integrated into the Supplementary Standards that are tied to Small Scale Manufacturing.

Applicable Minutes:

June Downtown Advisory Board

July Planning Board

August Planning Board

PLANNING BOARD - SUMMARY OF ACTION

Summary of Planning Board Recommendations

The Planning Board discussed the Zoning Text Amendment and Comprehensive Plan Consistency statement without requesting any specific modifications and voted unanimously to recommend for approval the Zoning Text Amendment adding and defining Small Scale Manufacturing with Supplementary Standards to C-1, C-2, C-3, CMU, GHMU, HMU and CHMU.

Planning Board Motion

In considering the proposed Zoning Text Amendment **P21-41-ZTA; Small Scale Manufacturing** the Planning Board RECOMMENDS APPROVAL of the **Addition and definition of Small Scale Manufacturing with Supplementary Standards to C-1, C-2, C-3, CMU, GHMU, HMU and CHMU..**

Finding that the text amendment is consistent with the 2030 Comprehensive Plan, the Planning Board formally adopts the Comprehensive Plan Consistency Statement found on page 3 in the [P21-41-ZTA] staff report as the written recommendation to City Council.

And that text amendment is reasonable and in the public's interest because:

- 4) It will promote additional diversity of job opportunities within the City of Hendersonville.
- 5) It encourages reinvestment in existing infrastructure and commercial real estate within the City of Hendersonville, supporting a sustainable tax base.
- 6) It reflects adaptation by the City to changing market trends in retail and manufacturing.

ATTACHMENTS:

June Downtown Advisory Board Minutes

July Planning Board Minutes

August Planning Board Minutes



CITY OF HENDERSONVILLE
JUNE 2021 DOWNTOWN ADVISORY BOARD
 Downtown Program Office | 125 Fifth Avenue West, Suite 200 | Hendersonville NC
 28792



Tuesday, June 08, 2021 – 4:00 PM

MINUTES

1. CALL TO ORDER

Present in person: Chris Cormier, John Ryan, Becky Ayers, Carole Sitzler, Patsy DuPre, Jared Bellmund, Lyndsey Simpson

Present virtually: Caroline Gunther, Mark Pavao

Absent: Matthew Hickman, Matt Johnes, Walt Slagel

Staff present: Jamie Carpenter, Matt Manley (Planning Manager), Meredith Friedheim, Tasha Roby, Lew Holloway

2. There were no public comments.

3. APPROVAL OF AGENDA

John Ryan made a motion to approve the agenda. Caroline Gunther seconded. All were in favor.

4. APPROVAL OF MINUTES

1. Downtown Advisory Board May 2021 Minutes

Patsy Dupre made a motion to approve the May 2021 minutes, Carole Sitzler seconded. All were in favor.

5. OLD BUSINESS

1. Next Steps on Proposals for 7th Avenue Branding

Proposals: https://hvlncgov-my.sharepoint.com/:f/g/personal/jcarpenter_hvlnc_gov/EmQigGuNZYxJq-hSoZ91oiQBtdwU5OwES99wujU2C12vmQ?e=w9MJzb

Top 4 Survey: <https://survey123.arcgis.com/share/70e222cabcaa42d6947f5ff8f379b286>

J.Carpenter reviewed the process and let the board know that it had been narrowed down to 4 consultants. The board was asked to allow an ad-hoc committee to serve as the selection committee to select the final consultant. After selecting the final consultant, the consultant would be tasked with establishing a public input process that includes the neighborhoods and businesses in and around the 7th Avenue MSD. Members of the ad hoc committee would include the Community Character team, plus community members who are interested in 7th

Avenue. Jamie invited Crystal Cauley and Josh Williams to join the ad-hoc committee because had applied to be on the Downtown Advisory Board but were not appointed by council because they were not business or property owners within the MSD. Both were interested in being involved. The TDA was also invited to participate in the ad hoc committee.

Becky Ayers made a motion to direct staff to create an ad hoc selection committee to choose final consultant for the 7th Avenue Branding Project. Carole Sitzler seconded. All were in favor.

6. NEW BUSINESS

1. Proposal for Light Industrial Ordinance in Main Street District

Staff presented the consideration to add light manufacturing to the Main Street district (zoned c-1). This was an initial conversation to get feedback. No motion or vote was taken. Some suggestions included: changing the name of the zoning, concerns about noise, loading/unloading, and having a retail component.

2. MSD Overlay Districts (Sidewalk Dining)

Staff presented the proposal to create an overlay district for Main Street and 7th Avenue MSDs. This would allow future design guidelines or additional zoning as needed. The primary purpose at this time is to officially allow sidewalk dining in 7th Avenue as it is currently not allowed in ordinance, with the exception of Covid/State of Emergency allowances.

Patsy DuPremade a motion to recommend the 7th Avenue overlay district and the Main Street overlay district with the same geographic boundaries as the current municipal service districts. Carole Sitzler seconded. All were in favor.

Mark Pavao made a motion to recommend the updates to the Sidewalk Dining ordinance pending staff updates. Becky Ayers seconded. All were in favor.

3. Budget Update for 2021

J. Carpenter presented that there was a need to purchase updated Christmas decorations but they were unable to be purchased in time for the end of year. That money was then rolled into the fund balance but not included in the new fiscal year's budget.

Becky Ayers made a motion recommend the budget amendments to complete the purchase of Main Street District Christmas decorations and the 7th Avenue branding project. John Ryan seconded. All were in favor.

7. OTHER BUSINESS

1. May 2021 Street Tree Update from Bill Leatherwood

**Minutes of the Planning Board
Regular Meeting - Electronic
July 12, 2021**

Members Present: Jim Robertson, Chair, Jon Blatt (Vice-Chair), Neil Brown, Robert Hogan, Peter Hanley, Bob Johnson, Candi Guffey, Tamara Peacock, Hunter Jones

Members Absent:

Staff Present: Tyler Morrow, Planner II, Lew Holloway, Community Development Director, Matt Manley, Planning Manager and Terri Swann, Administrative Assistant III

- I Call to Order.** *The Chair called the meeting to order at 4:00 pm. A quorum was established.*
- II Approval of Agenda.** *Chair stated there has been a change to the agenda. The Board will hear the site plan review application before the light manufacturing presentation. Mr. Hanley moved for the revised agenda to be approved. The motion was seconded by Mr. Hogan and passed unanimously.*
- III Approval of Minutes for the meeting of June 14, 2021.** *Mr. Hanley moved to approve the Planning Board minutes of the meeting of June 14, 2021. The motion was seconded by Mr. Hogan and passed unanimously.*
- IV Old Business - None**
- V(A) Site Plan and Plat Review – Application for a site plan review and major subdivision from David Day and LCV Ventures LLC for the development of nine residential units on a 4.77-acre tract located within the city limits. The applicant is requesting to develop the subject property as a minor PRD, Planned Residential Development on PIN 9568-72-1630 and zoned R-15, Medium Density Residential District. (File #P21-23-SPR).** Mr. Morrow gave the following background:

Mr. Morrow stated this is a site plan review from David Day. The project consists of nine condominium dwelling units which triggers site plan review and major subdivision review by the Planning Board. This is an objective review of the site plan to ensure that it meets the zoning and subdivision ordinance. Conditions cannot be placed on the project unless it is a condition that would ensure compliance with the ordinances.

Mr. Morrow stated the minor PRD option is based on units per acre density rather than lot square footage requirements. The developer must adhere to the requirements of the PRD district but will maintain their underlying zoning district.

The parcel is currently a vacant wooded lot. A significant portion of this property is located within the floodplain or floodway. The applicant is proposing eight duplex units and one single unit. If the preliminary plan is approved by the Planning Board, then the applicant will be required to submit a final site plan to staff. Once staff approves the final site plan the applicant can obtain their zoning permit and they can begin construction.

Existing photos of the site were shown and explained to the Board. Parcels to the north, west and south are zoned R-15, Medium Density Residential and contain residential uses. Parcels to the east are zoned R-20, Low Density Residential, PRD, Planned Residential Development and PCD, Planned Commercial

Development. Most of this area is vacant property due to it being within the floodplain/floodway. The Planned Commercial Development zoned part was never developed.

The subject property is designated as Medium Intensity Neighborhood and Natural Resource/Agricultural on the 2030 Comprehensive Plan's Future Land Use Map. The goals of the Medium Intensity neighborhood are to provide a transition between High-and-Low Intensity Neighborhood areas while providing a wide range of housing formats and price points. Promote walkable neighborhood design and compatible infill development in new neighborhoods and as a means of preserving and enhancing existing neighborhoods. The goals of the Natural Resource Agricultural areas are to create an interconnected network of green infrastructure that preserves environmentally sensitive areas, protects water resources through low-impact stormwater management, provides floodwater storage, provides community open space and recreational opportunities and preserves agricultural resources.

This area is classified as a Preservation Enhancement Area. A map was shown of the Floodway, 100-year Floodplain and the 500-year Floodplain. Mr. Morrow stated a lot of the property has floodplain on it. The applicant is not proposing any building in the floodplain area.

A site plan was shown of the project. There will be two entry points into the site. Each unit will have two parking spaces. A stormwater retention system is proposed for the site, which is required for projects that are disturbing over an acre. The applicant proposes the removal of 18 trees over 12" in diameter and six trees over 12" in diameter will be preserved. Most of the floodplain/floodway area will remain vegetated.

The developer is reserving a 60-foot sewer/greenway easement at the rear of the property for future greenway/sewer expansion.

The proposed density is 1.88 units per acre. The allowable density is 3.75 units per acre.

Mr. Morrow read the zoning ordinance standards for review into the record:

7-3-3.4 Standards for Review. An application for preliminary site plan approval shall not be approved unless the Planning Board determines that the application and final site plan demonstrate compliance with this ordinance, including the provisions of Section 7-11 below, and other applicable regulations. The Planning Board may impose such reasonable conditions on an approval as will ensure such compliance with this ordinance.

Mr. Morrow stated the developer is here to answer any questions.

Chair asked if there were any questions for staff.

Mr. Hanley asked if there were any plans for the greenway. Mr. Morrow stated yes, there is a plan for the greenway, but no funds have been set aside for it.

Chair asked by right how many units could be built here. Mr. Morrow stated one single-family dwelling unit per 15,000 square feet. He did not know what that math comes out to for four acres. Chair stated roughly nine. Mr. Brown stated that comes out to about 10 or 11 units. Mr. Blatt stated that is if it were single family homes.

There were no further questions for staff.

Michael Lovoy, Advantage Civil Engineering stated this project is low in density as far as what the property will allow. They plan to stay on top of the hill and stay out of the floodplain. It is a simple straight-forward

project. They have worked with NCDOT for the two entrances, and they have also worked with the city on the site plan.

Mr. Hanley asked if NCDOT had any issues with the line of sight. Mr. Lovoy stated they had no issues. Ms. Guffey asked about the encroachment issue at 1034 Kanuga Road, if that has been resolved. Mr. Lovoy stated they are working with the property owners and are working to let them continue to use the drive as access.

Chair stated he would open up the public comment time and wanted the neighbors' concerns to be heard however, this is a site plan review, and the Planning Board is reviewing this for compliance. This is a development by right and if the site plan is in compliance, the Planning Board will most likely approve, they really don't have any other choice.

Chair opened the public comment time and asked that anyone attending come forward to the podium and state your name and address for the record.

Pete Davis stated he lives further down Kanuga Road and has lived there for 25 years. He thought the profile for this land was just ½ an acre of buildable property. The area already floods. There are traffic problems morning and night. Traffic gets jammed on Erkwood and Kanuga. The homes will have no back yard and no front yard. It is too dense. The property is reasonable for one single family or one duplex, but it is too dense for what is proposed.

Donna Dillinger, 312 Huff Street stated she has lived here 12 or 13 years and she has watched the area flood that whole time. It always floods there. This is a wonderful area for hawks, deer and other animals. No one should build in a flood zone. There is no logic to it. When the City approved Publix, it caused the poor German restaurant to get swamped with water. When Ingles was built, they were swamped with more water. She has been stranded during downpours at Ingles. Don't build in a flood zone. Designate the land for the environment. It is ignorant to build in a flood zone. She assumes they will build up high and this will cause more run off for her area. She is not happy about this. It is an encroachment on her sanity, it is ludicrous and insulting and she is not happy.

Carolyn Rutecki, 941 Kanuga Road stated she submitted some information to the Planning Department. Her biggest concern is when she met with planners concerning the widening of Kanuga Road they had proposed a turn lane. She is afraid this development will trigger the proposal of another turn lane. This development is too close to the road and they are not really building on 4.77 acres. They are building on half an acre and that is too dense for this area.

Andrew Perry, 1038 and 1040 Kanuga Road stated the creek gets up to six feet high at times and that happened five times last year. Flooding is an issue here. He received a plan in the mail with only eight units on the property. This is too many units. He is concerned about having two-story buildings right in front of where he lives. The place is grown up with kudzu and they are building right on the road. This causes great concern. Lighting is also an issue and he would like the developer to address whether the lights will shine down. He is concerned about the height of the buildings and the color of the buildings. If the buildings are white that can cause a glare onto his property.

Randy Daniels, 1034 Kanuga Road stated he owns property in front of this parcel. He asked about the retaining wall that was to be built and had concerns about how the property drops off at least 50 feet to the street. He wanted to know how tall the retaining wall would be. He stated the property does not appear to be 4.77 because there is only about .75 acres that could be built on. They could possibly get two or three single-family homes on the lot. There is only about 20 feet from the edge of the building to his property. He stated the Planning Board members would not like having someone looking in their back door either. This is not good for his property value as there will be cars parked 20 feet away from his home. He pointed

out the three condos built across the street and stated they were more in line with the community. Building nine units on this small of an area is like building what his dad called "stack shacks". He hasn't seen what the homes will look like, but the property is just not large enough in the front for nine units. His property value will drop considerably. He wanted to know from the developer how high the retaining wall would be. There are a lot of unanswered questions and he would like to speak with the developer after the meeting to get some more answers.

No one else in attendance spoke.

Zoom: Ken Fitch, 1046 Patton Street spoke about infill development and how previous staff and the previous Chair of the Planning Board had concerns about it. He stated anyone that has traveled down this area knows the character of this neighborhood and there needs to be special attention to protecting the trees in this corridor. Some of the homes in the area are on the National Register of Historic Places and this needs to be considered. This is a questionable enhancement for this area. Residents of this area have a solidarity and integrity and they need to be considered. The goal for the Comp Plan is to maintain and enhance existing neighborhoods and this project does not do that.

No one else spoke via zoom.

Chair read the public comments into the record. The comments were from: Janet Sellers, Colorado, Jim Kirkpatrick, Flat Rock, Jennifer Clary, 1041 Kanuga Road, Samantha Barnes, Kanuga Road, Judith Sheehean, 1034 Kanuga Road and David and Carolyn Rutecki, 941 Kanuga Road.

Chair asked if anyone else attending had any comments.

Barbara Perry, 1038 Kanuga Road stated her biggest concern is her invasion of privacy and if there is anything that the Planning Board can do to protect the residents, she would really appreciate it. Lighting is also a concern. The lights will be shining into her windows at night. Those two buildings need to be taken away and that would make the project less offensive. This will affect the neighbors greatly. If approved she would like to have contact with the Planning Board and the developer about any issues that may arise. She asked about the Planning Board postponing their decision until they can talk with the developer. She talked about the two buildings not being on the plan that she received with the letter. It doesn't specifically state if the trees in the wooded area will be staying or going.

Chair closed the public comment.

Ms. Peacock asked staff to explain the process after the site plan is approved. Mr. Morrow stated once the preliminary site plan is reviewed and approved, the developer will come back with a final site plan for staff approval. The final site plan is more detailed, and all departments will review and sign off for their department before it can proceed to obtaining a zoning permit and starting construction.

Ms. Peacock stated they are not building in the floodplain. Mr. Morrow stated that is correct, there is no building proposed in the floodplain. They could build in the floodplain but then that would have to be reviewed by the City's Floodplain Administrator. It would be required to be built two feet above the Base Flood Elevation. Technically the entire site is buildable. They would have to meet all the flood regulations and permitting. The allowable units could be as much as 17 units and still not require a rezoning. There are building setback lines, but they are allowed more density than what they have proposed.

Mr. Blatt asked about the landscape buffer that would be required. Mr. Morrow stated for residential only one tree and two shrubs are required in the vehicular use area. This is not a conditional rezoning, so it did not go before the Tree Board.

Mr. Blatt stated they would not be allowed to build in the floodway. Mr. Morrow stated they could build in the floodway, but they would need approval from FEMA. Mr. Blatt asked about building no more than 10% in the floodplain. Mr. Morrow stated he did not know about that requirement, that would be a question for the Floodplain Administrator. Mr. Morrow stated they can build in the 500-year floodplain.

Mr. Blatt asked about there being eight duplexes on the first site plan. Mr. Morrow stated when they added the ninth building, that triggered the site plan review and review from the Planning Board. The eight units would not have been brought before the Planning Board.

Mr. Blatt stated the lighting ordinance would only apply to commercial and not residential. Matt Manley, Planning Manager stated they are still working on the lighting ordinance and he plans to give an update at the end of the meeting today.

Mr. Blatt asked if this project met all the public notice requirements. Mr. Morrow stated this project met all legal requirements. They often receive revisions after the fact, but the letters were mailed out 10 to 25 days before the meeting and the site was posted. A public notice was also in the newspaper.

Chair talked about the widening of Kanaga Road and how that was listed as a project pushed to 2040 or further. Mr. Manley stated there is a 25-foot right-of-way dedication and easement along the front of the property. This is for a utility easement.

Mr. Brown asked about meeting the public notice requirements. Lew Holloway, Community Development Director explained the site plan review process and what was required as far as the notifications for the meeting.

Ms. Peacock asked about the trees on the southern side of the buildings and how the buildings sit on top of the trees. Mr. Morrow stated the trees that are less than 12 inches in diameter are not shown on the tree survey. They are not disturbing the whole bottom half of the property.

Mr. Brown asked the developer to speak on the light pollution. Mr. Lovoy stated as far as the lighting is concerned, they do not have any plans for lighting, but they will keep the lighting at a minimum. Buncombe County has a great lighting ordinance and they normally go by their ordinance. They will protect the neighbors. They are looking at the property and know what is going on in the area and have taken that into account. The retaining wall will be seven to eight feet in height, and it is there to protect the units. It is a good seven to eight feet from the Base Flood Elevation and will not cause any flooding. The stormwater will drain from Kanuga onto the site and into the floodplain area and into the creek. This property is less than a ½ mile from town and is perfect for urban infill. They had issues with the setback requirements for the eight units, so they changed the plan and added one small unit to the plan. This is less than a quarter mile from a Shell station. He agrees that it is a beautiful lot, and he is surprised it wasn't scooped up before now, but it is close to town and is an appropriate location for these units. He will use hardie plank siding and he will be sensitive to the neighbors. He is willing to meet with them after the meeting or anytime to discuss their concerns. He is willing to work with them and move things around. He discussed the deck from an adjacent property encroaching on the property and stated they are willing to work with this property owner and even work together to install a privacy fence. NCDOT widening is not a concern and Mr. Owenby is good with everything they have proposed for the two entrances.

Ms. Guffey asked if the lower buildings would use the lower drive. Mr. Lovoy stated yes only those two units will use the lower drive.

Mr. Lovoy stated they could develop the property all the way out, but they are trying to keep the area pristine. The sewer system will be the only disturbance in the flood area.

Chair asked staff if the site plan met the requirements for parking. Mr. Morrow stated yes. Mr. Blatt stated it does meet the requirements of the ordinance. They are not asking for any variances and legally he does not see how they cannot approve this.

Mr. Hanley moved the Planning Board grant site plan approval, based on the requirements of the City of Hendersonville Zoning Ordinance (with primary consideration of sections 5-14 Planned Residential Development and 7-3-3 Review of Preliminary Site Plans) and City of Hendersonville Subdivision Ordinance (with primary consideration of section 2.04 h Major Subdivision), for Kanuga Trails because it is within their right. Mr. Hogan seconded the motion which passed seven in favor and two opposed.

Mr. Morrow stated they will need to state their reasoning for the record for their opposition to not meeting the ordinance.

Mr. Brown stated he believes there are far too many unanswered questions about where the structures will be and what impact they will have on the floodplain and therefore it is an incomplete proposal.

Ms. Guffey stated she echoes what Mr. Brown said and with the addition of the lower buildings it changes the density in a manner that seems uncomfortable with the compatibility.

Mr. Morrow stated this is within the allowable density of the PRD and unlike a rezoning, compatibility is something that is not considered in this review.

V(B) Adding Light Manufacturing to Districts Presentation and Discussion.

Jamie Carpenter, Downtown Manager stated this is for discussion only and no motion is required. She wanted to get feedback on this before it moves forward.

Ms. Carpenter stated there has been some interest in using some of the larger buildings downtown for light industrial uses and the Downtown Advisory Board has discussed this. Currently the C-1 district does not allow any manufacturing or production. There are several large properties that have large square footage and historically had manufacturing uses at one time that would not be permitted today.

Ms. Carpenter gave the current definition of light manufacturing in the zoning ordinance which is the assembly, fabrication or processing of goods and materials using processes that ordinarily do not create noise, smoke, fumes, odors, glare or health or safety hazards outside of the building or lot where such assembly, fabrication or processing takes place, where such processes are housed entirely within a building, or where the area occupied by outdoor storage of goods and materials used in such processes does not exceed 25% of the floor area of all buildings on the property. She explained the economic development strategies in the Downtown workplan. She explained the primary economic strategy is that downtown has a business mix that supports the needs of locals while providing tourists with an authentic experience. The goal of this strategy is to reduce downtown vacancy with active store fronts and infill housing and office space. The updated zoning would allow for business recruitment and entrepreneurship in a number of niche markets that support the overall economic vitality of Downtown Hendersonville.

Ms. Carpenter stated the recommended update would be to permit light manufacturing in all districts that allow microbreweries. It would be permitted in the C-1, C-2, C-3, CMU, GHMU and HMU with special requirements and would be permitted in the PCDCZD, I-1 and PMDCZD districts.

The special requirements based on microbreweries that would apply are:

- a) Shall include one or more accessory uses such as a tasting room, tap room, restaurant, retail, demonstration area, education and training facility or other uses incidental to the brewery and open and accessible to the public
- b) Storage of materials used in the manufacturing, processing and for distribution shall be located entirely within the building.
- c) Shall be designed such that all newly constructed loading and unloading facilities are internal to the site, in service alleys or at the back of the building.

A possible additional special requirement for C-1 and CMU would be to limit industries to better fit the economic goals for downtown.

Ms. Carpenter stated the Downtown Advisory Board liked the idea as long as there is a retail component behind the change. She stated there is no commitment today from the Board, she just wanted to get their feedback on it.

Mr. Blatt stated it was a great idea, but he was concerned about outdoor storage and the 25% of the floor area.

Mr. Hanley was concerned about the parking problem downtown and how this may add to it until the parking deck gets constructed.

Mr. Holloway stated the C-1 district does not have parking requirements except for residential uses. He stated this is to help fill vacant square footage downtown. Many if not all microbreweries opened in buildings that were deteriorating.

Ms. Carpenter stated there is a soap business going in on Main Street that would like to be able to make their soaps at this location. Adding this to the ordinance will help businesses such as this be able to manufacture their product in this location and add to downtown without having a huge impact on neighboring businesses.

Mr. Brown stated he loved this idea.

Ms. Carpenter stated if the Planning Board is interested, they can meet back in a month or two.

Ms. Guffey asked about the specifics and ironing those out and what the necessary details should be. Mr. Holloway stated a way to approach it would be having a narrower window for microbreweries and a wider window for light manufacturing. It could be an allowed use with special requirements and could be staff approved. This could be done as a special use and would then need approval by the Board of Adjustment. Staff thinks that the special requirements and having it staff approved would be best.

Chair was concerned about downtown and the 25% for outdoor storage. Ms. Carpenter stated they may want to permit that requirement outside of the C-1 district.

Mr. Brown discussed industrial kitchens and allowing for those.

VI Other Business. Mr. Manley gave an update concerning the lighting ordinance. No action was taken.

VII Adjournment – *The meeting was adjourned at 6:01 pm.*

**Minutes of the Planning Board
Regular Meeting - Electronic
August 9, 2021**

Members Present: Jim Robertson, Chair, Neil Brown, Peter Hanley, Bob Johnson, Tamara Peacock, Hunter Jones

Members Absent: Jon Blatt (Vice-Chair), Robert Hogan, Candi Guffey

Staff Present: Tyler Morrow, Planner II, Lew Holloway, Community Development Director, Matt Manley, Planning Manager and Terri Swann, Administrative Assistant III

- I Call to Order.** *The Chair called the meeting to order at 4:01 pm. A quorum was established.*
- II Approval of Agenda.** *Mr. Hanley moved for the agenda to be approved. The motion was seconded by Mr. Brown and passed unanimously.*
- III Approval of Minutes for the meeting of July 12, 2021.** *Mr. Hanley moved to approve the Planning Board minutes of the meeting of July 12, 2021. The motion was seconded by Mr. Brown and passed unanimously.*
- IV Old Business - None**
- V(A) Conditional Rezoning Amendment – Application for a conditional rezoning district amendment from Andrew Riddle of Riddle Development, LLC for the addition of one (1) garage apartment on the approved site plan and an adjustment of the floor area of the proposed buildings. (File #P21-42-CZD).**

Chair stated this is the fourth time that this application has come before them. It was his understanding the applicant had a 45-day window after the last approval to present it to City Council for the final approval and that did not happen. Mr. Riddle has another change that he needs to have approved before moving it on to City Council.

Mr. Manley stated this property is located off of S. Washington Street. It has already been rezoned from R-6, High Density Residential to CMU CZD, Central Mixed Use Conditional Zoning District. This is an amendment to the site plan. The plan was approved for 10 units and the applicant would like to add one unit for a total of two quadplexes and three garage apartments. This equates to a 10% increase in dwelling units. He has also requested to increase the size of the units from 1,724 sq. ft. to 1,912 sq. ft. This site is a little over half an acre and the use will be multi-family. There will be three structures totaling 6,128 sq. ft.

Mr. Manley gave a recap:

February 2020- 12 units proposed in one building (7,820 sq. ft.) – that was deferred.
 June 2020 – 8 units proposed in two buildings each being 1,742 sq. ft. – this was recommended.
 July 2020 – 10 units proposed in two buildings (1,742) and two garage apartments – this was recommended.
 April 2021 – 11 units proposed in two buildings (1,742) and three garage apartments – not approved by City Council.

August 2021 – 11 units proposed in two buildings (1,742) and three garage apartments with an increase of 340 sq. ft. which is 5.8% and is considered de minimis.

The April 2021 request did not move forward to City Council. This is the same request with one change that there is an additional 340 sq. ft. added.

Mr. Manley stated a Neighborhood Compatibility meeting was held July 2, 2021 and the neighbors' concerns were buffers, parking on the street, traffic, a water line on the property and the need for affordable housing. The water line issue running through the property has been discussed and will be resolved.

The subject area is designated Medium Intensity Neighborhood on the 2030 Comprehensive Plan's Future Land Use Map. This designation is appropriate for redevelopment. The goal is to encourage a wide range of housing types and price points. The strategy is to promote compatible infill development which helps to reinvigorate older neighborhoods with new housing products.

Mr. Manley explained the best practice of: "missing middle" housing and how this was in between the range of housing types and how downtowns are using this way of development across the country.

Site photos of the existing condition of the property were shown. The site plan was shown along with the tree survey. There will be an 11-foot buffer on the eastern side and the west side buffer will not change. The site plan now shows a dumpster area and there will no longer be roll-out carts. There will be 18 parking spaces and the site plan now shows the square footage as 6,128.

A rendering of the proposed buildings was shown.

Staff analysis and conditions are:

The proposed site plan is generally compliant with zoning code standards.
The proposed use/site plan are supported by the Comprehensive Plan.
Staff does not have any recommended conditions for this project.

Mr. Manley stated the May 10th motion included five conditions. The added fifth condition was that the developer work with staff to solve the solid waste issues. According to the site plan, this has been resolved.

The suggested motions were shown. The conditions should be stated in the motion.

Mr. Johnson asked if the architectural details are binding. Mr. Manley stated yes, this was a condition placed on the application by City Council. There is no process for an architectural review, but staff would review and match the renderings.

Mr. Johnson asked about the fees being paid for each time the applicant has brought this back for review. It was stated that Mr. Riddle has paid three application fees.

Mr. Johnson stated this has taken a lot of time with staff and the Board.

Mr. Brown stated the May motion was four in favor and one opposed. He voted against the motion.

Chair asked if there were any revisions on the solid waste concerning recycling. Mr. Manley stated a spot has been set aside for a recycling space.

Chair asked if there were any further questions for staff. There were no further questions.

Andrew Riddle, applicant stated this is not by choice the most desirable process to go through. He realizes he has been back many times but wanted to get this project right. The first time around was for affordable housing, which is what Hendersonville needs the most. The numbers worked and everything worked out, but the neighbors shot it down because they did not like it. He talked about the process and how another project had taken him two years to get through it. He has one chance to do this project right. He didn't need to come back before the Board, he chose to come back for the addition of roughly 350 sq. ft.

Mr. Brown apologized to Mr. Riddle for his actions at the May meeting.

Chair asked how the 45 days came about. Mr. Riddle stated from experience, he chose to not proceed on to City Council and to wait. He chose to come back with the addition of an apartment and the extension of the buildings.

Chair asked if anyone in the room would like to speak concerning the application. No one spoke.

Chair opened the public comment via zoom.

Helen Waldrop Youngblood stated her family owns the adjacent property to the east. She also appreciates all of staffs work on this. Mr. Riddle has tried to work with the neighbors and their concerns, and she also appreciates that. Their home has been in the family for 125 years and she believes having infill projects is not always a bad thing if they are done right. A lot of the concerns have been resolved. She asked about a buffer being required for residential that abuts residential. Mr. Manley stated there is existing vegetation that will remain, and they will be preserving a buffer on the east side. There is no required buffer for residential next to residential. Ms. Youngblood stated having a smaller buffer included would be nice. She stated Mr. Riddle has cleaned up some of the area but not stripped it bare. She feels this is a reasonable infill project and her only concern is the parking.

No one else spoke via zoom.

Mr. Jones asked about the parking underneath the structures. Mr. Riddle stated there are three structures on the property and each unit in the quadplex has a designated garage. There will be 10 parking spaces in the rear.

Chair asked if anyone else had any questions or would like to speak. When no one spoke, Chair closed the public comment time.

Ms. Peacock recused herself as she had a conflict of interest concerning this application.

Mr. Brown stated he would be voting against this project. In June 2020 with the proposed 8 units, the vote was unanimous in favor of the project and he voted for it. In July with the 10 units the vote was unanimous in favor of that project but now this project has been stretched out way too long. He feels this sends a bad message to the neighborhood concerning the residents' concerns. This has had an impact on staff and the Board. He doesn't see any major change and the issues are still the same. He does not see a monumental need for all these changes.

Chair asked about the condition that was made concerning the solid waste issues. Lew Holloway, Community Development Director stated the developer has added a dumpster for solid waste to the site plan and that site plan will move on to City Council. Mr. Holloway felt like the solid waste issue does not need to be a condition as staff will continue to work with the developer and that has now been added to the site plan.

Mr. Hanley moved the Planning Board recommend City Council adopt an ordinance amending the site plan associated with the CMU CZD zoning designation for the subject parcel (PIN 9568-77-1057) on the official zoning map of the City of Hendersonville based on the site plan submitted by the applicant and subject to the following: Permitted uses shall include multi-family residential dwellings. Conditions that shall be satisfied prior to final site plan approval include: 1) The developer use the outdoor lighting basic guidelines from the International Dark Sky Association. 2) the driveway widths shall be 12 feet and 15 feet. The driveways shall be one-way in and one-way out with the entrance being on the west side, which will subsequently add an 11-foot buffer on the eastern side and will not change the buffer on the west side. 3) The property owner will not cause or permit the destruction of trees where the trunk is at least 12 inches in diameter within the 11-foot buffer. 4) The architectural style will resemble what is depicted in the rendering submitted by the applicant including the coloring of white with black shutters...finding that the amended zoning is consistent with the Comprehensive Plan's Future Land Use map, and that the rezoning is reasonable and in the public interest for the following reasons: 1. The additional unit will allow for a variety of housing types close to downtown. 2. The proposed development is compatible with the area. 3. The development is in the public interest because of the need for additional housing in this part of town. 4. The site has the needed infrastructure to accommodate the additional unit. Mr. Johnson seconded the motion. The vote was 4 in favor and 1 opposed to the motion. Mr. Brown opposed the motion. Motion passed.

V(B) Zoning Text Amendment. The addition and definition of Small Scale Manufacturing with Supplementary Standards to C-1, C-2, C-3, CMU and HMU. (P21-41-ZTA).

Lew Holloway, Community Development Director stated this is a zoning text amendment to be voted on by the Planning Board. Caroline Gunther, Chair of the Downtown Advisory Committee is in attendance along with Jamie Carpenter, Downtown Manager.

Mr. Holloway stated staff has added some language and he will go through that with the Board. Small scale trends provide diverse quality employment opportunities for a wide range of experience and educational attainment. Small scale trends are used to create a diversified business mix that can thrive regardless of the changing consumer preferences in retail shopping and used to create authentic experiences and make purchases accordingly.

Small scale manufacturing businesses allow cooperative spaces, business incubators or makerspaces that provide space for entrepreneurs to develop their products without the higher overhead facility costs.

Mr. Holloway discussed the niche markets and recruitment. He stated small scale production such as glass blowing, soaps, food products and microbreweries are the types of businesses they are recruiting. Microbreweries are already allowed. There are a lot of older downtown buildings vacant, that have larger square footage. Mr. Holloway stated this would be low impact in terms of outward facing storefronts. Light manufacturing is currently permitted in I-1 and PMD CZD by right. It is a special use in the C-2 district; therefore, it would have to be approved by the Board of Adjustment. The C-1 zoning district does not permit any manufacturing or production. This includes buildings that have a large space and were historically used for manufacturing. When looking at microbreweries, they are allowed in C-1, C-2, C-3, CMU and HMU. He decided not to include GHMU as there are not many vacant buildings in this zoning district.

Staff's proposal is to add a new definition for Small Scale Manufacturing and permit that use with Supplementary Standards. The definition is as stated: "The assembly, fabrication, or processing of goods and materials using processes that ordinarily do not create noise, smoke, fumes, odors, glare, or health or safety hazards outside of the building where such assembly fabrication, or processing takes place, where such processes are housed entirely within a building, or where the area occupied by outdoor storage of

goods and materials used in such processes does not exceed 25% of the footprint of all buildings on the property. And where such processes do not require deliveries by a truck rated Class 7 and up in the Federal Highway Administration's vehicle class system".

The Supplementary Standards for Small Scale Manufacturing are proposed as the following:

1. The front of the building at street level shall remain open and visible from the sidewalk with a view of the activities inside; and
2. A showroom, display area, or sales area shall be provided.
3. Outdoor storage of goods and materials shall not be permitted in zoning district classification C-1, CMU and HMU.
4. Outdoor storage of goods and materials shall not exceed 25% of the total footprint of all buildings on the property in zoning district classifications C-2 and C-3.

Mr. Holloway explained the shipping and receiving, and the tractor trailer trucks that would be allowed. He explained trucks with single axels would be allowed but the larger trucks with pulling two or three axels would not. This reflects what type of trucks are seen in the downtown area. The C-1 zoning district is good for small scale manufacturing but not for storage. C-2 and C-3 districts permit outdoor storage. This change would not impact the I-1 district at all.

Mr. Brown asked if truck would only be allowed one-way. Mr. Holloway stated yes, and there would be limits on new construction as well.

Mr. Holloway showed an image of the different types of tractor trailer trucks.

Mr. Johnson had questions about this being permitted in the downtown area. Mr. Holloway stated this was driven in part by types of businesses looking for a good location to manufacture and sale their products such as a soap maker that is opening up a retail shop and was unable right now to manufacture the soap at the same location.

Mr. Brown talked about food processing and having industrial kitchens downtown. Mr. Holloway talked about small scale limitations and how food processing is a permitted use already. Mr. Brown also talked about 3D printing and how that equipment is very large. Mr. Holloway stated approving that use on a small scale would depend on the printing elements and how large the production would be. Staff would review what the intent of the ordinance is. The supplementary standards give guidance for staff.

Chair asked if there were any further questions for staff. There were no further questions.

Chair asked if Ms. Gunther would like to speak. She stated she would answer any questions anyone may have for her.

Chair asked if Ms. Carpenter would like to speak. Ms. Carpenter stated in the past three businesses that would have liked to locate in downtown could not because it was not permitted. She feels this is a great fit for downtown and some of those businesses would be a great fit for downtown.

Chair asked if anyone present would like to speak.

David Lee, Kanuga Road stated he is a real estate broker, and his brother was interested in light manufacturing in downtown. He feels like this category of small scale manufacturing is a good fit for downtown. He loves the idea and supports it completely.

Another attendee stated he is in favor of this permitted use also and has a company looking to find a location in downtown. He feels this will blend well with the city and that the downtown can coexist with small scale manufacturing. He can proceed with his business location if this was to pass.

Tom Lynch stated last September his company bought several of Stuart Rubin's old buildings in town. The majority of most cities want diversification and he talked about how the River Arts District in Asheville NC has been a huge success. He is in favor of this addition to the zoning ordinance.

Chair asked if anyone else attending would like to speak. No one else spoke.

Chair opened the public comment via zoom.

Ken Fitch, 1046 Patton Street stated he is generally in favor of this text amendment and he feels light manufacturing has historic significance in the downtown area. The addition of a showroom does fit in with the character of Main Street. He had concerns with the general description and how some manufacturing could cause an issue with health and safety. Staff should look at how it is defined and include particle matter such as dust in the definition. That could cause issues for neighboring merchants. He discussed toxic materials and how that could impact the outside and the inside of buildings. The impact of vibrations can be issued and has been discussed before as a concern to some of the property owners downtown. Some of these buildings are over 100 years old. He feels like there is a need for more standards before moving forward with this.

Chair asked if anyone else on zoom had a comment. There were no further comments.

Chair asked if staff feels comfortable with the definition. Mr. Holloway stated yes staff feels comfortable with the definition. Chair asked about the tenant that could possibly be living above such a use. Mr. Holloway stated he feels what they have will provide insight for building owners looking to lease their building space. They could add excessive vibrations to the definition, but the building code will also have a say in how residential and commercial is separated. As far as toxic materials that would be regulated by OSHA and the building code.

Chair asked if the showroom would be like a self tour. Mr. Holloway stated it would show how they are creating space but still keeping the streetscape active. The showroom space would be a place for the public to explore and would be driven by the product they are selling.

Ms. Gunther stated the Downtown Advisory Committee talked about light manufacturing and when staff came up with small scale manufacturing it because they are faced with a number of large buildings that have very little use. Some of those buildings need a great deal of upgrade and the committee was worried big chains could come in and not be so compatible with the downtown. Using small scale manufacturing would eliminate that worry. This is a great solution, and the committee loves the showroom idea.

Ms. Peacock stated she felt like it is important to move forward with this text amendment.

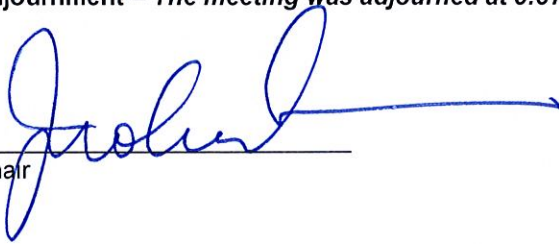
Ms. Gunther stated they could define odors and smoke more. Mr. Holloway stated they can add noxious to the definition.

Chair asked if the reason they pulled Greenville Highway Mixed Use for the included district was because there are not many large vacant buildings in this area. Mr. Hanley stated there is no reason not to include GHMU in the permitted districts. Mr. Holloway stated they can include GHMU and CHMU, Commercial Highway Mixed Use if the Board would like.

Ms. Peacock moved the Planning Board recommend City Council adopt an ordinance to amend the City of Hendersonville Zoning Ordinance with the addition and definition of Small Scale Manufacturing as a permitted use subject to supplementary standards in zoning district classifications C-1, C-2, C-3, CMU, HMU, GHMU and CHMU. Mr. Jones seconded the motion which passed unanimously.

- VI Other Business.** Mr. Holloway gave an update concerning the lighting ordinance. No action was taken. Mr. Jones talked about changing the residential parking requirements to match the county's instead of the 1 to 1 ratio. Mr. Holloway discussed the PRD design standards.

- VII Adjournment – *The meeting was adjourned at 5:37 pm.***


Chair



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

SUBMITTER: John Connet **MEETING DATE:** 9/22/2021
AGENDA SECTION: PRESENTATION **DEPARTMENT:** Administration
TITLE OF ITEM: Quarterly Financial Update – *Brian Pahle, Assistant City Manager*

SUGGESTED MOTION(S):

NA

SUMMARY:

Brian will provide a quarterly financial update prior to reviewing the other items on the agenda.

BUDGET IMPACT: \$ NA

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: John Connet **MEETING DATE:** 9/22/2021

AGENDA SECTION: NEW BUSINESS **DEPARTMENT:** Administration

TITLE OF ITEM: Parking Deck Guaranteed Maximum Price (GMP) and Amendment to Contract with Edifice General Contractors – *Brian Pahle, Assistant City Manager*

SUGGESTED MOTION(S):

I move that the City Council adopt the Resolution Authorizing the City Manager to Execute A Contract Amendment with Edifice Construction for A Guaranteed Maximum Price (GMP) not to exceed \$9,575,372 and Authorize The City Manager to Make Change Orders For The Parking Deck Construction Project as presented.

SUMMARY:

Edifice Construction has bid the construction of the parking deck. They are now providing us a guaranteed maximum price of \$9,575,372. This does not include any of the bid alternates. There may be opportunities to lower this price. Edifice representatives will be attending the meeting to review these numbers and answer questions. Brian will be able to provide a complete breakdown of all the costs at the meeting.

BUDGET IMPACT: \$

Is this expenditure approved in the current fiscal year budget? EnterTextHere

If no, describe how it will be funded. EnterTextHere

ATTACHMENTS:

Resolution

Guaranteed Maximum Price Worksheet

Resolution #__ - ____

**RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO
AUTHORIZE THE CITY MANAGER TO EXECUTE A CONTRACT AMENDMENT FOR
A GUARANTEED MAXIMUM PRICE (GMP) AND AUTHORIZE THE MANAGER TO
MAKE CHANGE ORDERS FOR THE PARKING DECK CONSTRUCTION PROJECT**

WHEREAS, the North Carolina General Assembly allows for construction management at risk contracts under G.S. 143-64.31; and

WHEREAS, the City entered into a contract with Edifice General Contractors for construction manager at-risk services for the Parking Deck project; and

WHEREAS, Edifice General Contractors have proposed a contract amendment to establish the guaranteed maximum price (GMP) for the project; and

WHEREAS, subsequent change orders made to the project after award of the GMP are not subject to competitive bidding requirements as the original contract GMP was competitively bid and there is no limitation on the dollar amount of change order work under G.S. 143-129(e)(4); and

WHEREAS, there is a list of unforeseen circumstances in the design of the project that require changes to deliver a quality construction project.

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

1. The City Manager is authorized to execute the guaranteed maximum price contract amendment for the Parking Deck project in an amount not to exceed \$9,575,372.
2. The City Manager is authorized to approve any changes orders that include deductive changes, and any change orders that do not require a project budget ordinance amendment.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 22nd day of September 2021.

Attest:

Barbara G. Volk, Mayor, City of Hendersonville

Angela L. Reece, City Clerk

Approved as to form:

Angela S. Beeker, City Attorney



Hendersonville Downtown Parking Deck
City of Hendersonville
Exhibit B - GMP Worksheet

9/17/2021

Package	Description	Subcontractor	Total with Sub Bond	Alternate 1 Permeable pavers	Alternate 2 Bioinfiltration cells	Alternate 3 Thin brick veneer
01-001	Final Cleaning	Clean Bean	\$57,697			
01-002	Survey	To be determined	\$9,500			
	General Requirements	General Requirements	\$47,750			
03-001	Cast-In-Place Concrete	Concrete Connection	\$941,576			
03-002	Pre-cast	Tindall Corporation	\$3,138,000			\$50,000
04-001	Masonry	Gates Construction	\$86,700			
05-001	Steel	Davidson Steel	\$184,506			
07-001	Roofing	Benton Roofing	\$100,795			
07-002	Waterproofing, Caulking, Deck Sealer	Waterproofing Specialties	\$129,900			
07-003	Metal Panels	SEAS	\$65,254			
07-004	Metal Screening	Harris/SEAS	\$130,250			
07-005	Cornice and brackets	Harris/SEAS	\$233,521			
08-001	Doors and Hardware	BA Hoft	\$17,600			
09-001	Paint	A and K	\$18,580			
09-002	Pavement markings	United Paint	\$9,930			
09-003	Metal Trusses	To be determined	\$28,746			
10-001	Fire Extinguishers & site specialties	To be determined	\$15,565			
10-002	Signage	Signage Industries	\$48,358			
10-003	Canopy	SEAS	\$67,207			
	Parking Control Equipment	By owner	\$0			
14-001	Elevators	Otis Elevator	\$166,145			
21-001	Fire Suppression	A & A Fire Protection	\$57,120			
22-001	Plumbing	TP Howards	\$167,935			
23-001	HVAC	Haynes Heating & Cooling	\$34,500			
26-001	Electrical	Emory Electric	\$871,355			
31-001	Earthwork	Moore and Sons	\$1,056,859	\$68,925	\$17,400	
31-002	Ground Improvement	Wuester	\$140,273			
	Soils Allowance	allowance	\$25,000			
32-001	Landscaping and Irrigation Allowance	Metrolina Landscape	\$65,715		\$1,625	
32-002	Fencing	To be determined	\$17,400			
	Future design modification allowance		\$50,000			
	Subtotal Direct Cost		\$7,983,738	\$68,925	\$19,025	\$50,000
	Future accepted cost savings		TBD	\$0	\$0	\$0
	Subtotal with accepted cost savings		\$7,983,738	\$68,925	\$19,025	\$50,000
	Estimating Contingency		\$0			
	CM Contingency 3%		\$239,512	\$2,068	\$571	\$1,500
	Permit Allowance		\$20,000			
	Impact and Tap Fee Allowance		\$50,000			
	General Conditions		\$569,294			
	General Liability 0.60%		\$53,175	\$426	\$232	\$609
	Builder's Risk 0.35%		\$31,019	\$248	\$135	\$355
	Information Technology 0.25%		\$22,156			
	Pollution Insurance 0.05%		\$4,431	\$35	\$19	\$51
	Payment and Performance Bond 1.00%		\$95,220	\$761	\$212	\$557
	Fee 5.00%		\$453,427	\$3,623	\$1,010	\$2,654
	Preconstruction		separate contract			
	Total Construction		\$9,521,972	\$76,087	\$21,204	\$55,726

Owner contingency not included



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

SUBMITTER: John Connet **MEETING DATE:** 9/22/2021

AGENDA SECTION: NEW BUSINESS **DEPARTMENT:** Public Works Department

TITLE OF ITEM: Discuss Expansion of Public Works Department – *Tom Wooten, Public Works Director*

SUGGESTED MOTION(S):

I move that the City Council authorize the City Manager to create a second Assistant Public Works Director position to supervise the activities of the Public Works Department.

SUMMARY:

The Public Works Department has approached the City Manager with concerns regarding workload within the department. Assistant Public Works Director Chad Freeman is changing positions due to burnout. Public Works Director Tom Wooten would like for City Council to provide guidance on what level of service you would like for the Public Works Department to provide to our residents. We would also like guidance regarding the establishment of a more formalized Parks and Recreation program. At a minimum, staff recommends splitting the Assistant Public Works position into two positions.

BUDGET IMPACT: \$ TBD

Is this expenditure approved in the current fiscal year budget? NA

If no, describe how it will be funded. NA

ATTACHMENTS:

Example of Citizen Concerns

Strategic Plan for Public Works

Strategic Plan for Public Works

Street Department:

Hire staff for an additional crew. We need help to keep up with sidewalk repairs, minor storm water system repairs and maintenance, pothole repairs, barricades, special events, etc. As new developments install new roads and sidewalks, our maintenance task will increase over time. Our special events are placing a burden on the Street Dept and Parks Dept, we need additional staff to help with distribution and collection of barricades/water barriers. (Suggestion - get W/S Dept an asphalt crew and pothole truck or an on call contractor to manage their utility cuts). **An average of the last 6 years of cuts leads to +/- 30% of Streets Dept time is asphalt cuts for Water/Sewer. There also an appetite for adding a boring crew in Water/Sewer. There may not be enough work to justify a crew for boring or a crew for asphalt patching, but a crew that handles both could be justified and they can always work on leaks if nothing else.**

We need to consider stand-by pay with truck so we don't have to try and round up someone to come in for things like barricades, tree down, slick spot response etc.

Property Maintenance:

Hire additional staff for roadside maintenance and tree trimming, special event support (barricades), Greenway Trail maintenance, bulk leaf collection, etc. We need to be mowing the sides of the roads more since NCDOT has cut back their program. Our garbage trucks and fire trucks are having problems with hitting low hanging tree limbs in town so we need help to go through town to prune back tree limbs to avoid damage to our trucks and fire trucks. We are adding additional greenway trail so we will need additional staff and equipment to help maintain the trail. We will need additional help to collect leaves in the fall as the new developments are completed. **Also, watering has become a full time job for one man for over 6 months which reduces headcount during the busiest time of the year.**

We realize that we will be giving up a portion of Berkeley Park but also understand that we will be getting Edwards Park, the field behind the school administration building, and will likely have to begin taking care of William H. King Memorial Park, **Dogwood greenspace, splash pad (wherever that ends up). We anticipate maintaining the trail from Berkeley to Walmart and the rails to trails to the county line. We also anticipate doing more maintenance to 4 Seasons especially once I26 is finished. We also anticipate that the level of ball field prep might increase with the advent of a possible Parks & Rec Director.**

With seasonal help being more difficult to find, recommend converting the seasonal positions (2 men @ 6 months ea) to another full time position and no seasonal workers. Secondly, with all the additional work coming our way, recommend adding another crew of 4 in addition to the one that we get to add this year plus a crew leader. Net total of 16 people v the 10 we have now.

Additional justification is available.

Building Maintenance:

Hire one additional staff person to help with building maintenance on all buildings including the new PD, and renovated Fire Station 1. We currently have a gap in our maintenance responsibilities between the cleaning crew's duties and what we are able to do. In addition, we need someone to help identify building maintenance contract items, bid, and monitor the work.

Environmental Services:

Hire one additional staff to work the new developments coming into town and to help when staff are out on leave. Josh routinely has to work on a truck to keep things going which puts us behind on work orders. We are often playing catchup on brush due to a shortage of staff. I continue to see more and more trash along our roads so it would be nice to have a litter pickup crew to help pick up trash in town. **Refer to Randall West promotion justification....**

Traffic Dept:

Hire one additional staff person to help with street and regulatory signs, clearing obstructions that block our signs, help with decorative street lights and electrical work, help with banners downtown and along 7th Avenue, help with radar signs, line stripping/thermoplastic, pay station repairs and maintenance, etc.

Administration:

Hire an additional staff person to help with purchases, requisitions, purchase orders, RFP/RFQ & bidding projects, record keeping, etc.

Parks and Recreation:

Hire a supervisor/staff person to help with running our parks, Patton Pool contract w/ YMCA, Whitmire (Bridge Club, Shuffleboard Club, Girl Scouts), Mini Golf. Property Maintenance would continue to provide grounds maintenance services.

Fleet Maintenance:

(depending on the new purchasing agent) - Add one additional admin staff person as support to help with the additional equipment/vehicles that we are purchasing and surplus disposal.

Oakdale Cemetery – Are we going to stay in the cemetery business?

Special Events – Other departments are requiring special event organizers to hire off duty staff to work events (PD and Fire) at a much higher rate than overtime pay. It seems fair that PW should be able to follow that same practice.

Hi,

Hendersonville is a beautiful small town, and I've lived here for 30 years. I walk my dog "everywhere", and so I often notice these cosmetic flaws/pedestrian obstacles -particularly for those who depend on scooters or electric wheelchairs.

On this morning's route, I took pictures of the few things I encountered:



This telephone pole, at the South Whitted and Dale Street intersection, has been laying here for quite some time. Just looks sloppy.



A tree stump taking up the sidewalk on West Lake Ave approaching Third Ave West. Just an obstacle for usage of wheelchairs and scooters, not to mention an eye sore.



An “uprooted” sidewalk on Hebron Road at the Blue Ridge Health and Rehab Center. Simply a safety hazard for any pedestrian, handicapped or not.



A cable/telephone wire left in the road after a fallen tree was removed a year or two ago, and that “jungle” growing there -on Lakeside Drive directly behind the Blue Ridge Apartments. Again, just looks sloppy.

Hendersonville is a beautiful area, and these are just a few visuals of the cosmetic flaws and hazards around town. The sidewalks along South Whitted, West Allen Street, and Hebron Road are usually covered with debris of sticks, rocks, dead leaves, dirt, or often times trash cans on days of trash pick-up. I’ve had the privilege of living in a few different areas of the United States while serving in the Air Force, and I’ve never seen anything quite like this. Hendersonville has never appeared to be well maintained and cleaned up as you walk about town away from Main Street.

Thank you for taking time to read this, and I hope this town can be spiffed up a bit, as it really is a gorgeous place to be.

Dear Mayor and City Council,

Please contact the property authority to take care of these issues. They've been on-going for the past 7 plus years and only getting worse. Take a drive down W. Allen Street – start from Main Street and go to Hebron. You will see trash everywhere and residents that leave out their trash cans 24/7 365 days a week. This area is right outside our lovely downtown yet it is ignored for some reason.

Does Hendersonville have a Code Enforcement staff or who handles this. We've contacted various departments in the past and get passed around and nothing is done.

We are also contacting the Hendersonville Housing Authority in regard to their construction trash and the littering that their tenants do on a constant basis.

Please look into this as we are proud of our City and our neighborhood.

Thank you,

Edward and Jeanne Wilson



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

SUBMITTER: John Connet **MEETING DATE:** 9/22/2021
AGENDA SECTION: NEW BUSINESS **DEPARTMENT:** Police and Fire Department
TITLE OF ITEM: Mental Health Counseling for Public Safety Departments – *James Miller, Fire Chief and Blair Myhand, Police Chief*

SUGGESTED MOTION(S):

NA

SUMMARY:

Council Members Miller and Hensley requested an update from Police and Fire Departments regarding what types of mental health counseling does the City provide to our public safety team members. Chief Miller and Chief Myhand will provide an update on the types of counseling we currently provide and a recommendation regarding additional services that they feel will help their departments.

BUDGET IMPACT: \$ 25,000-\$50,000 per year

Is this expenditure approved in the current fiscal year budget? No

If no, describe how it will be funded. Additional funds will have to allocated from the General Fund

ATTACHMENTS: None



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

SUBMITTER: John Connet

MEETING DATE: 9/22/2021

AGENDA SECTION: NEW BUSINESS

DEPARTMENT: Human Resources

TITLE OF ITEM: Request to Establish a Hiring Bonus Program for Recruitment of New Employees, *Jennifer Harrell, Human Resources Director and Blair Myhand, Chief of Police*

SUGGESTED MOTION(S):

I move that the City Council authorize the City Manager and staff to develop an employee hiring bonus program for the City of Hendersonville.

SUMMARY:

To attract more qualified police officer candidates, Chief Myhand approached the City Manager about establishing an employee bonus program. The City Manager, Assistant City Manager and Human Resources Director would like to expand the program to all positions. However, we need guidance from the City Council before we proceed with development of the program.

BUDGET IMPACT: \$ TBD

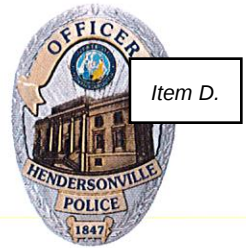
Is this expenditure approved in the current fiscal year budget? No

If no, describe how it will be funded. TBD

ATTACHMENTS:

HPD Proposal

Hendersonville Police Department



Memorandum

To: John Connet, City Manager
From: C. Blair Myhand, Chief of Police 
Date: August 24, 2021
Ref: Approval of Police Officer Hiring Bonus Program

Law enforcement is embroiled in probably the most difficult time in American history. The last 18-months of societal and media vilification has left an indelible mark on our reputation. We no longer enjoy the same quality reputation we once did. This due in part from years of less-effective departmental leadership and our historically low entry-level pay. While the City Council and City leadership is working to fix the pay issue, we battle other industries who offer better hiring incentives. Even locally, some industries offer higher-paying entry-level positions with better schedules and less dangerous work environments giving prospective police applicants better options than choosing a career in law enforcement.

Currently, the Hendersonville Police Department is authorized 47 sworn positions. Of that, we have five vacancies and three more Officers on extended leave. Meaning, we have 12% fewer sworn officers than authorized. Based on call volume, we need to increase our staff numbers, not operate with long term vacancies.

To be more specific, we have only eleven applicants to date. This is approximately 400% fewer applications received as compared to typical hiring processes. Of these eleven applicants, none are certified Police Officers in North Carolina and only one is currently in BLET. Given our current applicant pool, our best-case scenario provides only one applicant potentially in a police car by the end of 2021. The other current applicants have no police experience and must be sent to BLET in the spring before they can be put in uniforms. This scenario results in another fifteen months wait before any of the current applicants could work in a solo capacity.

We are nearing a tipping point where we could find ourselves taking drastic measures to maintain adequate call response and not sacrifice the quality of our services. Therefore, I respectfully ask that you allow the Hendersonville Police Department to implement either an incentive bonus program or a signing bonus program for all new applicants payable upon the successful completion of the 6-month probationary period.

An Incentive Bonus Program might include:

NC Certified Officer Bonus -	\$4,000
Non-NC Certified Officer Bonus -	\$2,000
Military Service Bonus -	\$2,000
Foreign Language Bonus -	\$1,000
Associate Degree Bonus -	\$1,000
Bachelor Degree Bonus -	\$1,500
Graduate Degree Bonus -	\$2,000
Maximum Bonus Payable -	\$5,000

An optional Signing Bonus Program might include:

NC Certified Officer Bonus -	\$5,000
Non-NC Certified Officer Bonus -	\$4,000
BLET Certified Officer Bonus -	\$2,000
Non-BLET Certified Candidate Bonus -	\$0

We might also consider a cash recruitment bonus for any City employee who recommends an applicant upon the recommended employee's probationary period completion. Based on current vacancies, the City might expect to pay approximately \$30,000 in FY 22/23 to fund expected signing and recruitment bonuses.

While I cannot speak to the needs in other City departments, I can say with confidence, that my ask, while extreme, is necessary. We are in desperate need of experienced police officers to help shoulder the weight being carried by a percentage of our sworn staff. Our workload is significantly higher than any of our neighboring departments. Unfortunately, our staffing numbers are not on par with our calls for service making the workload extra burdensome for our sworn staff.

Thank you for your time and consideration for this vital request. It is my sincerest hope that we can lead this department through this challenging time and see its success on the other end.