

**Town of Montreat  
Board of Adjustment  
Meeting Agenda  
August 27, 2015 – 7:00 p.m.  
Walkup Building**

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**I. Call to Order**

- Welcome
- Invocation/Moment of Silence

**II. Agenda Adoption**

- **Suggested Motion:** To adopt the meeting agenda as presented/amended

**III. Public Hearing**

A. Burns Variance Request – Samuel B. Lincoln’s Way

- **Suggested Motion:** To grant/deny a variance to reduce the required (west) side yard setback distance from 25’ to 10’ and the required rear yard setback from 27’ to 20’ in order to accommodate relocation of an accessory structure (caboose) to a lot described as PIN # 0721-12-5253-00000 located on Samuel B. Lincoln’s Way in the R-3 Residential Zoning District

B. Elliott Variance Request – 523 Big Piney Road

- **Suggested Motion:** To grant/deny a variance to reduce the required (south) side yard setback distance from 15’ to 11’ in order to construct a bathroom addition to an existing non-conforming single-family dwelling on a parcel described as PIN # 0720-09-1108-00000 located on Big Piney Road in the R-1 Residential Zoning District

**IV. Public Comment**

**VII. Adjournment**



## TOWN OF MONTREAT

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P. O. Box 423  
Montreat, NC 28757  
Tel: (828)669-8002 Fax: (828)669-3810  
[www.townofmontreat.org](http://www.townofmontreat.org)

### **Public Hearing Script Wade D. Burns Variance Application August 27<sup>th</sup>, 2015**

#### **Introduction:**

“The first matter of business is a Public Hearing to consider a request for a variance from the provisions of Montreat Zoning Ordinance, Article VII, Section 703.82: All Other Uses and Section 703.9: Rear Yard - to relocate a 1928 caboose (accessory structure) to a residential lot located on Samuel B. Lincoln’s Way. The property is zoned R-3 and is further described as PIN# 0721-12-5253-00000. The hearing on this matter is quasi-judicial in nature and will be conducted in accordance with the following procedure”:

1. Swearing of all persons who will be called to testify.
2. The Hearing will be opened.
3. The Zoning Official will give a summary of the location and relevant zoning ordinances and will review and submit all documentation under oath.
4. Presentation/Testimony of applicant and proponents. Board may question witnesses.
5. Presentation/Testimony of opponents. Board may question witnesses.
6. Rebuttal evidence and arguments of applicant.
7. Rebuttal evidence and arguments of opponents.
8. The Board may ask questions of those who have been sworn and testified.
9. Closing statements from Zoning Official.
10. Closing statements from applicant.
11. Closing statements from opponents.
12. The Chair will summarize the evidence presented.
13. The Hearing will be closed.
14. The Board of Adjustment will deliberate and vote.

“Are there any objections from the Board concerning this procedure?”

**Swearing In:**

“All persons who wish to speak and testify in this case please come forward and place your left hand on the Bible and raise your right hand. After the swearing in you may return to your seat.”

*Clerk conducts swearing-in ceremony by asking of each witness, “Is the testimony you are about to give the truth, the whole truth and nothing but the truth, so help you God?”*

**Board Conflicts:**

“Before opening the hearing, I would like to give Board members a chance to reveal possible conflicts and to withdraw from this proceeding if necessary.” If possible conflict exists, ask, “Do you think you can rule fairly and impartially, or do you wish to withdraw?”

*Board members explain conflicts or biases and may withdraw if they wish. The Board is required to vote on whether or not to excuse a member due to a conflict.*

**Prior Exposure to Evidence:**

“I would also like to ask any Board members who have any information or special knowledge about the case that may not come out at the hearing tonight, to please describe that information for the record so that interested parties will know and can respond.”

*Board members may reveal prior information or special knowledge about case.*

**Explanation of Proceeding:**

“In this hearing, we will first hear from the Zoning Official, then from the applicant and their witnesses, and then from opponents to the request. Parties may cross-examine witnesses after the witness testifies when questions are called for. If you want the Board to see written evidence, such as reports, maps or exhibits, the witness who is familiar with the evidence should ask that it be introduced during or at the end of his or her testimony. We cannot accept reports from persons who are not here to testify. Attorneys who speak should not give factual testimony but may summarize their client’s case. Before you begin your testimony, please clearly identify yourself for the record.”

**Opening of Hearing:**

“I now open the Public Hearing on this matter and ask for testimony from the Zoning Official.”

### **Testimony from Staff**

*Staff presents and explains background of case and provides a brief summary of the development and location. Staff reviews the requirements for granting a variance. Staff presents evidence and asks that it be admitted into evidence.*

*At the end of staff's testimony, ask: "Are there any questions from the Board?"*

### **Testimony from Applicant/Proponents**

"We will now hear from the applicant and other proponents of the request. If there are attorneys or other representatives who will give a general summary of the client's position, we would like you to go first."

*Attorney or other representatives speak and then other witnesses and proponents.*

*At the end of each person's testimony, ask: "Are there any questions from the Board or staff?"*

*If a witness has a report, map or exhibit they want the Board to see, it should be submitted as evidence and officially ruled on before the board members are allowed to see it. First, the witness gives the exhibit to the chair and the chair states:*

"Is there anyone here who would like to examine this or object to its admission?"

If no objection, the chair states: "As there are no objections, this evidence is admitted."

*If there is an objection, the witness should be asked to give copies to objectors and the chair should rule on the objection and the admissibility of the evidence.*

### **Testimony from Opponents**

"We will now hear from people opposing the request. If there are attorneys or other representatives who will give a general summary of the client's position, we would like for you to go first."

*Attorney or other representatives speak and then other witnesses and opponents.*

*At the end of each person's testimony, ask: "Are there any questions from the Board, the applicant or staff?"*

*Follow procedures above for the introduction of evidence. The Chair may limit testimony that is repetitious or irrelevant.*

**Rebuttal Evidence of Applicant**

“We will now hear rebuttal evidence or arguments of the applicant.”

*Applicant speaks and presents any rebuttal evidence.*

At the end of the rebuttal evidence, ask: “Are there any questions from the Board?”

**Rebuttal Evidence of Opponent**

“We will now hear rebuttal evidence of any opponents.”

*Opponents speak and present any rebuttal evidence limited to the issues raised by Applicant in rebuttal.*

At the end of the rebuttal evidence, ask: “Are there any questions from the Board?”

**Closing Statement of Zoning Official**

“We will now hear a closing statement from the Zoning Official.”

**Closing Statement of Applicant**

“We will now hear a closing statement from the applicant.”

**Closing Statement of Opponent**

“We will now hear a closing statement from the opponents.”

**Summary of Evidence by Chair**

*The chair will review documents accepted by the Board as evidence, identify witnesses who testified and allow an opportunity for the applicant and persons opposed to make objections and offer corrections to summary.*

**Close of Public Hearing**

“Are there any additional questions from the Board? If not, I declare the Public Hearing closed and the Board will begin deliberations on the Variance Application.”



## TOWN OF MONTREAT

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### **BURNS VARIANCE REQUEST EXHIBIT LIST**

#### **AUGUST 27, 2015 BOARD OF ADJUSTMENT PUBLIC HEARING**

- Exhibit BURNS-1: Copy of Survey for Mountain Retreat Association performed by Scott Vindal of High Country Surveying dated May 28, 2010
- Exhibit BURNS-2: Zoning Determination Letter from Building Inspector/Code Administrator David Currie to Mr. Wade D. Burns dated May 11, 2015
- Exhibit BURNS-3: Copy of Site Plan submitted by Mr. Burns for issuance of his permits
- Exhibit BURNS-4: Copy of Zoning & Building Permit issued to Mr. Burns on May 12, 2015
- Exhibit BURNS-5: Copy of e-mail sent from Mr. Currie to Mr. Burns dated July 20, 2015 requesting as-built survey
- Exhibit BURNS-6: Copy of letter from Mr. Burns to Mr. Currie dated July 22, 2015 explaining that an error was discovered using the new survey
- Exhibit BURNS-7: Copy of a boundary survey performed by John M. Stollery of High Country Surveying dated July 29, 2015
- Exhibit BURNS-8: Copy of letter from Mr. Currie to Mr. Burns dated July 30, 2015 describing identified misapplication of dwelling setbacks to the accessory structure
- Exhibit BURNS-9: Copy of Public Hearing Notice published in the *Black Mountain News* on August 13 and 20, 2015
- Exhibit BURNS-10: Copy of Property Owner Notification Certificate completed by Mr. Currie and dated August 6, 2015
- Exhibit BURNS-11: Copy of Posting of Property Affidavit signed by Mr. Currie dated August 5, 2015
- Exhibit BURNS-12: Copy of subject property deed
- Exhibit BURNS-13: Copy of comb-bound, 15-page document submitted by Mr. Burns comprising his variance application

- Exhibit BURNS-14: Copy of checklist certifying that Mr. Burns' submittal is complete signed by the Zoning Official
- Exhibit BURNS-15: Copy of relevant sections from Montreat Zoning Ordinance, Articles VI & VII





**Town of Montreat**  
Office of the Zoning Administrator

May 11, 2015

Wade D. Burns  
P.O. Box 610  
Montreat, NC 28757

Dear Mr. Burns:

I am in receipt of your letter of May 11, 2015 requesting approval to relocate the decommissioned railroad caboose currently occupying unopened, platted street right-of-way to lot #792, bearing PIN# 0721-12-5253-00000. The subject lot is residentially-zoned (R-3), listed under current joint ownership of Wade D. Burns and Susie W. Burns and is located within the Montreat Extra-Territorial Jurisdiction (ETJ).

With respect to your request I provide the following determination:

According to Article V of the Montreat Zoning Ordinance, Section 501 Definitions:

***"Accessory Building or Use: A building or use that: 1) is clearly incidental to and customarily found in connection with a principal building or use; 2) is subordinate to and serves a principal building or a principal use; 3) is subordinate in area, extent, or purpose to the principal building or principal use served; 4) contributes to the comfort, convenience, or necessity of occupants in the principal building or principal use served; and 5) is located on the same lot as the principal building or use served."***

*(emphasis added)*

The section continues with the following definition of Building:

***"Building: Any Structure, fully or partially enclosed, and isolated by exterior walls constructed or used for residence, business, industry or other public or private purposes, or accessory thereto, and including tents, trailers, mobile homes, and similar Structures whether stationary or movable. Appurtenant features, or exterior structural elements requiring permanent attachment to a Building, are considered part of the Building for the purposes of this Section unless otherwise expressly permitted. Decks, whether free-standing or attached, are required to comply with the setback provisions for buildings."*** *(emphasis added)*

2012 North Carolina State Residential Code contains similar language describing *Accessory Building* and I find no conflict in its application here.

Exhibit BURNS-2

Section R101.2 of the aforementioned code lists specific requirements applicable to Accessory Buildings with any dimension greater than 12 feet - specifically that the building is limited in area to no more than 400 square feet and one story, it be supported on an approved wood foundation and is anchored to resist overturning and sliding.

As you described to me during an earlier conversation, the intended re-purposing of the caboose is as a "camping building" for your children and *does* appear to be a permitted accessory use as described for the R-3 Low-Density Residential District in keeping with the intent of the ordinance. In my opinion, the proposed relocation of the caboose to the subject unimproved lot does not constitute a violation of the provisions of the Montreat Zoning Ordinance, provided that:

1. The caboose is properly anchored and conforms to the applicable provisions of N.C. State Building Code; and
2. The relocation satisfies all other requirements of the Montreat General Ordinances and Zoning Ordinance with respect to development - including building setbacks, structure height, and proximity to the future principal structure or use.

If you have any questions regarding this notification or if I may be of further assistance in the matter, please do not hesitate to contact me at (828) 669-8002.

Sincerely,

A handwritten signature in black ink, appearing to read "David R. Currie". The signature is written in a cursive style with a large initial "D".

David Currie, CFM, CZO  
Building Inspector/Code Administrator  
Town of Montreat

Exhibit BURNS-2

# JOHN CALKIN'S

S 66°41'22" E

96.89'

IPS

PREPARE & INSTALL PROPER FOUNDATION FOR CABOOSE (ARCHITECT TO CERTIFY)



145.90'

CABOOSE  
30' x 9'  
792

30'

0.217 ACRE

120.00'

N 03°18'38" E

15'

STUMP REMOVAL & GRADING FOR EQUIPMENT TO INSTALL THE CABOOSE

S M A L L

N 23°18'38" E

15'

7  
0.275

APPROVED

TOWN OF MONTREAT

*Wade Eugene Burns* 5/12/2015

ZONING ADMINISTRATOR

PIN 0721-12-4283

SCALE: 1" = 10'

MAY 12, 2015

N 86°41'22" W 50.00'

8.87'

IPS

B R A N C H

Exhibit BURNS-3

# Zoning Permit

## TOWN OF MONTREAT

Buncombe County, North Carolina

Office of the Zoning Administrator

P.O. Box 423, Montreat, North Carolina 28757

828-669-8002



**Zoning Permit Number: Z2008-0251**

**ADDRESS: SAMUEL B. LINCOLN'S WAY**

**PARCEL NO.: 072112525300000**

**ZONING: R-3**

**LOT: 792**

**ISSUED TO: WADE D. & SUSIE W. BURNS**

**P.O. BOX 610**

**MONTREAT, NC 28757**

**PERMIT TYPE: ZONING COMPLIANCE**

**DETAILS: ACCESSORY USE/STRUCTURE**

**PERMIT DATE: 05/12/2015**

**FEE: \$35.00**

**EXPIRE DATE: 11/08/2015**

It is hereby certified that the above use as shown on the plats and plans submitted with the application conforms with all applicable provisions of the Town of Montreat Zoning Ordinance. The issuance of this Permit does not allow the violation of Town of Montreat Zoning Ordinances or other governing Regulations.

The applicant is responsible for obtaining a building permit (if required) prior to commencing work on the proposed improvement. A final zoning inspection must be scheduled by the applicant.

APPROVED BY:

Zoning Inspector

DATE:

05/12/2015

# Building Permit

## TOWN OF MONTREAT

Buncombe County, North Carolina

Office of the Building Inspector

P.O. Box 423, Montreat, North Carolina 28757

828-669-8002



**Building Permit Number: U2012-5066**

**ADDRESS: SAMUEL B. LINCOLN'S WAY**

**PARCEL NO.: 072112525300000**

**ZONING: R-3**

**LOT: 792**

**ISSUED TO: WADE D. & SUSIE W. BURNS**

**P.O. BOX 610**

**MONTREAT, NC 28757**

**PERMIT DATE: 05/12/2015**

**EXPIRE DATE: 11/12/2015**

**PERMIT TYPE: ACCESSORY STRUCTURE**

**FEE: \$154.00**

**PROJECT: ACCESSORY BUILDING**

**EST. COST: \$9,000**

**STRUCTURE: CAMPING CABOOSE**

**CONTRACTOR: MOUNTAIN LIVING CONST., INC.: 231-0650:**

This building permit is issued provided that the information submitted by the applicant is true and accurate. This permit is void if work is not started in 6 months, or if work is suspended for 12 months.

**APPROVED BY:**

**Building Department**

**DATE:**

**05/12/2015**

**David Currie**

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**From:** David Currie  
**Sent:** Monday, July 20, 2015 12:13 PM  
**To:** wadeburns@bellsouth.net  
**Subject:** Caboose Lot  
**Attachments:** Disturbed area.pdf; Zoning Checklist for Permit Applicants.pdf

Wade,

I appreciate you taking time to prepare verification of the limits of disturbance on your recent lot development in the extra-territorial jurisdiction of Montreat. As previously discussed, the limits of disturbance must not exceed 5,000 ft<sup>2</sup> without triggering requirements of the town Stormwater Management Ordinance and the associated stream built-upon area buffer. Also, I felt it may be helpful to include the attached information as a resource for you so that there is no misunderstanding as to what the town requires both from a zoning and stormwater standpoint. If your comfort level is pretty good as to where you located the concrete pad, I guess you could wait until after you move and secure the caboose to have the survey done that verifies compliance with the setbacks, otherwise it may be good to be certain . . . !

Thank you,

David E. Currie, CFM, CZO  
Building Inspector/Code Administrator  
Town of Montreat



[dcurrie@townofmontreat.org](mailto:dcurrie@townofmontreat.org)

Office (828) 669-8002 X-303

Fax (828) 669-3810

E-mail correspondence to and from this address may be subject to the North Carolina Public Records Law and may be disclosed to third parties by an authorized City or Law Enforcement official

**Disturbed area:** The portions of a development project that include graded areas disturbed so as to remove the natural cover in conjunction with development activities; both pervious and impervious surfaces installed and/or constructed including, but not limited to, buildings; concrete/asphalt pavement and gravel areas such as parking lots, patios, roads, and paths; lawns and artificially surfaced (e.g. recycled rubber mulch, crushed brick, etc) areas; retention structures including, but not limited to, timber, stone and masonry walls; installation of septic/sewage systems, buried tanks or cisterns, etc.

## Zoning Checklist for Permit Applicants

**NO building permit shall be issued involving new construction, addition to, or the alteration of, existing structure footprints without first applying for a Certificate of Zoning Compliance with the Town of Montreat**

- The Site Plan must provide complete details of the driveway location and dimensions, as well as compliance with required parking accommodations. *(Requests for on-street parking intended to meet a portion of the overall required parking accommodations for the site shall be considered on a case-by-case basis by the Town Administration)*

A complete Site Plan includes:

- Orientation referencing north meridian;
  - Scale of the drawing;
  - Boundaries and acreage (or square feet) of the parcel;
  - Adjacent streets and any easements;
  - Existing and/or proposed structures including clearly delineated setback lines;
  - Structure dimensions and separation distance(s);
  - Utility locations – existing or proposed;
  - Contour interval – showing pre- and post-construction contours; and
  - Clear graphic representation of any proposed alterations, additions or details indicating changes to the topography or site characteristics. *This includes the location and details of any existing or proposed Stormwater Control Measures (SCM's) associated with the parcel.*
- An as-built survey must be provided for any construction project where a finished structure is located at or near the required setback line(s).
  - A landscaping plan must be submitted for all commercial projects and – at the discretion of the Zoning Official – may be required for residential projects as well.
  - The project must be evaluated for additional requirements under the Hillside Development Ordinance and Stormwater Management Ordinance, which may involve the applicant hiring a *N.C. Registered Design Professional* to prepare supplemental calculations and project specifications to achieve compliance.
  - An Erosion and Sediment Control Plan must be included with the permit application submittal if there is to be any grading associated with the proposed scope of work.
  - The proposed project must be a permitted use in the zoning district associated with the structure location(s) - **NO** use variances are permitted. (See MZO – Table 700)
  - No expansion of an existing non-conforming structure is permitted without first securing a variance from the Zoning Board of Adjustment. Expansion includes: *vertical or horizontal enclosure above, below or adjacent to existing improvements that do not conform to the current provisions of the zoning ordinance.* (See MZO – Article VI, Section 616)



Wade and Susie Burns  
P.O. Box 610  
Montreat, N.C. 28757  
828-231-0650

July 22, 2015

Mr. Dave Currie, Zoning Administrator  
Town of Montreat  
Montreat, N.C. 28757

Re; Request for calculation of the disturbed area on our caboose lot.

As a primary concern has been the preservation of our small intermittent (or occasional) streambed, we had taken the following steps to protect the streambed and mitigate impact on it.

We installed a silt fence at the edge of the stream bank in a manner to be as minimally invasive as possible. This was made easier as the area of downward land that might carry sediment is very small due to the limited direction of water flow that can approach the stream. In other words, the silt fence has very little run off that would reach it.

We then installed a boulder stream buffer landward against the silt fence increasing the protection of the streambed. This was a unique opportunity to add this layer of protection, and important as the streambed was only a few inches (8 to 12 inches) below the top of the bank in many places. We added height to this boulder buffer only at the actual site of the planned caboose location.

With this protection in place, I field measured and calculated the area of land that is disturbed and found that the disturbed area is just within the 5,000 sq. ft. limitation.

However, upon your suggestion on Monday that I should consider an as built survey before moving the caboose to the newly prepared concrete slab and rail pad, I had High Country Surveyors come out yesterday to check setbacks.

They discovered that the corner pin I have worked from for several years is not my corner pin but 11.99 feet past my corner. This means that from my front corner to the this mistaken rear corner, I have encroached from 0 feet at the front corner to approximately 9 feet encroachment where my grading stopped by the pad for the temporary crane flattened pad. This represents 540 sq. feet of the calculated disturbed area you see on the site.

Upon this discovery, I have taken a preliminary survey drawing prepared by High Country yesterday showing the encroachment to Ms. Hanni Muerdter, Stewardship & Conservation Planning Director of the Southern Appalachian Highlands Conservancy. I have pledged to perform such remediation as she and the state may determine appropriate.

I have Notified Rev. Carol Steele and Mr. Richard Sills of the MRA and pledged the same and I have called off indefinitely the scheduled equipment for relocation of the caboose.

Regarding the zoning requirements of the Town, I am equally embarrassed that this has occurred and realize that a variance or modification of the concrete and rail pad appears necessary to meet zoning setbacks.

I want to apologize and I am sick about this but I look forward to working with you to insure compliance with all regulations.

Sincerely Yours,



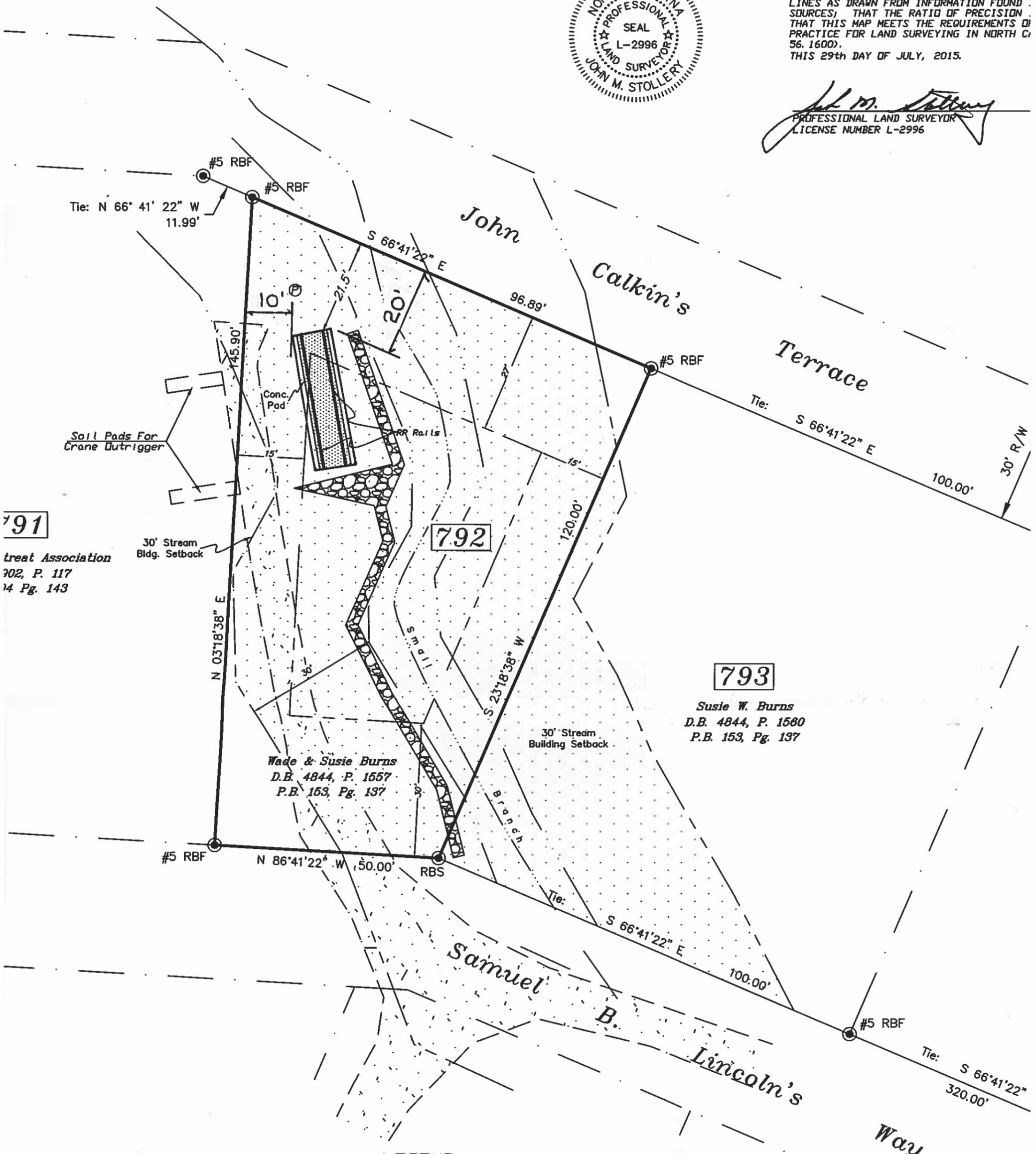
Wade D. Burns

Exhibit BURNS-6



I, JOHN M. STOLLERY, CERTIFY THAT THIS MY SUPERVISION FROM AN ACTUAL SURVEY MY VISION (DEED DESCRIPTION RECORDED IN D. THAT THE BOUNDARIES NOT SURVEYED ARE II LINES AS DRAWN FROM INFORMATION FOUND . SOURCES) THAT THE RATIO OF PRECISION . THAT THIS MAP MEETS THE REQUIREMENTS OF PRACTICE FOR LAND SURVEYING IN NORTH C. 56.1600). THIS 29th DAY OF JULY, 2015.

*John M. Stollery*  
 PROFESSIONAL LAND SURVEYOR  
 LICENSE NUMBER L-2996



791  
 Treat Association  
 902, P. 117  
 14 Pg. 143

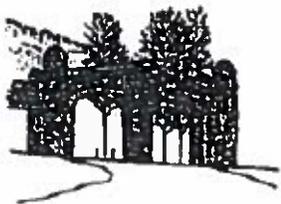
Wade & Susie Burns  
 D.B. 4844, P. 1557  
 P.B. 153, Pg. 137

793  
 Susie W. Burns  
 D.B. 4844, P. 1580  
 P.B. 153, Pg. 137

LEGEND

- ▲ . . . NGS GEODETIC MONUMENT
- . . . IPF . . . IRON PIN FOUND-SIZE AS NOTED
- . . . RBF . . . REBAR FOUND-SIZE AS NOTED
- . . . RBS . . . #5 REBAR W/ ID CAP SET
- . . . ○ . . . CALCULATED POINT-NOT SET
- ⊕ . . . ⊕ . . . FIRE HYDRANT
- ⊕ . . . ⊕ . . . UTILITY POLE & OVERHEAD LINES (P=POWER, T=TELEPHONE, C=CABLE)
- ⊕ . . . ⊕ . . . BARBED WIRE FENCE
- ⊕ . . . ⊕ . . . CHAIN LINK FENCE LINE
- ⊕ . . . ⊕ . . . WATER LINE
- ⊕ . . . ⊕ . . . EXISTING MANHOLE & SEWER LINE
- ⊕ . . . ⊕ . . . SEWER CLEANOUT
- ⊕ . . . ⊕ . . . ELECTRIC METER
- ⊕ . . . ⊕ . . . HEAT PUMP
- ⊕ . . . ⊕ . . . TRANSFORMER
- ⊕ . . . ⊕ . . . BURIED PROPANE TANK
- ⊕ . . . ⊕ . . . BURIED PROPANE TANK

Exhibit BURNS-7



**Town of Montreat**  
Office of the Zoning Administrator

July 30, 2015

Wade D. Burns  
P.O. Box 610  
Montreat, NC 28757

Dear Mr. Burns:

I appreciate you bringing to my attention the error I made with respect to the building setback requirement I interpreted for lot #792, bearing PIN# 0721-12-5253-00000 which is located in the Extra-Territorial Jurisdiction (ETJ) of Montreat. While the proposed use is an accessory structure to the (as yet undeveloped) single-family residential occupancy you described during our meeting - when you applied for the permits (5/12/2015) - I mistakenly applied the dwelling setbacks to the accessory building as well. As you rightly point out, Section 703.3 of the zoning ordinance prescribes a 25' minimum side yard building setback to all uses other than single- and two-family dwellings. I apologize for any inconvenience or confusion my error may have caused.

If you have any questions regarding this notification or if I may be of further assistance in the matter, please do not hesitate to contact me at (828) 669-8002.

Sincerely,

David Currie, CFM, CZO  
Building Inspector/Code Administrator  
Town of Montreat

Exhibit BURNS-8



## TOWN OF MONTREAT

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Montreat, NC 28757  
Tel: 828.669-8002 Fax: 828.669-3810  
[www.townofmontreat.org](http://www.townofmontreat.org)

**PUBLIC HEARING NOTICE - VARIANCE REQUEST**

**Thursday, August 27, 2015 – 7:00 p.m.  
Walkup Building**

The Montreat Board of Adjustment will hold a Public Hearing on Thursday, August, 27, 2015 at 7:00 p.m. or as soon as possible thereafter in the Walkup Building, 300 Community Center Circle, Montreat, NC.

The purpose of the hearing is to consider a Variance Application to reduce the required twenty five foot (25') side yard setback to ten feet (10') and the required twenty seven foot (27') rear yard setback to twenty feet (20') pursuant to relocation of a 1928 model caboose (accessory structure) on Samuel B. Lincoln's Way in the Extra-Territorial Jurisdiction (ETJ) of Montreat. The property is zoned R-3 Low Density Residential and is further described as PIN# 0721-12-5253-00000.

The Town of Montreat will comply with the American Disabilities Act (ADA), which prohibits discrimination on the basis of disability. Anyone needing special accommodations when attending this meeting and/or if this information is needed in alternative format because of a disability, please contact Deputy Town Clerk Stefan Stackhouse at (828) 669-8002 or [sstackhouse@townofmontreat.org](mailto:sstackhouse@townofmontreat.org), or the North Carolina Division of Services for the Deaf and Hard of Hearing – Asheville Regional Office at (800) 681-7998 or TTY (800)-681-8035.

This meeting is open to the public.

Stefan Stackhouse  
Deputy Town Clerk

Exhibit BURNS-9



## TOWN OF MONTREAT

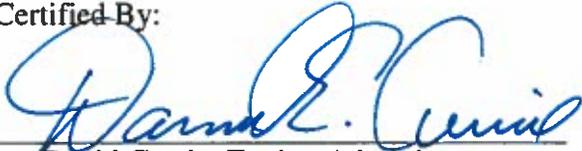
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[www.townofmontreat.org](http://www.townofmontreat.org)

### Property Owner Notification Certification

The following property owners were notified by first class mail on August 6, 2015 of the Variance Hearing scheduled for August 27, 2015 for the Variance Application submitted by Wade D. Burns

<u>NAME</u>	<u>PARCEL ID</u>
Wade D. & Susie W. Burns	0721-12-5253-00000
Grady & Kim Moseley	0721-11-4849-00000
Mountain Retreat Association	0721-12-5488-00000; 0721-12-4243-00000; 0721-12-5045-00000; 0721-11-7936-00000

Certified By:

  
David Currie, Zoning Administrator

  
Date



Exhibit BURNS-10



# TOWN OF MONTREAT POSTING OF PROPERTY AFFIDAVIT

This affidavit is required from the Town Planning and Inspections Department when the provisions of the Town Of Montreat Code require that notice be posted on a property subject to the notice of a scheduled public hearing or notice of violation. This affidavit shall serve to demonstrate that the Town is in compliance with the applicable notice requirements as stated within the Code.



Failure to comply with the applicable notice requirements shall result in the postponement and re-noticing of the public hearing or notice of violation.

I certify that on the 5 day of August, 2015 in accordance with Section 1204 (D) of the Town Code and other applicable regulations, sign(s) were posted on the property located at Samuel B. Lincoln's Way (physical address) with the PIN No. 0721-12-5253 so as to be clearly seen from approach to property entrance/right-of-way giving notice to file No. ZV2015-2.

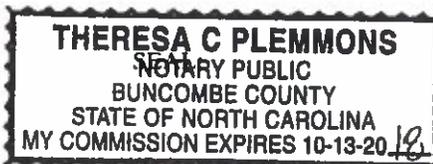
[Signature]  
Signature of Town Staff

David Currie  
Print Name

Sworn and subscribed before me this 5 day of August, 2015.

[Signature]  
Signature of Notary Public

Personally Known / Produced Identification.  
Type of ID Produced NCOL



*EW*



Doc ID: 023284730003 Type: CRP  
Recorded: 12/15/2010 at 12:37:49 PM  
Fee Amt: \$25.00 Page 1 of 3  
Revenue Tax: \$0.00  
Workflow# 0000046690-0001  
Buncombe County, NC  
Otto W. DeBruhl Register of Deeds

BK **4844** PG **1557-1559**

**NORTH CAROLINA SPECIAL WARRANTY DEED**

Excise Tax: \$ 0

Parcel Identifier No. Portion 0721-12-4283

Mail after recording to: ~~Susan S. Barbour, ROD Box 31~~ *Mike Begley Box 9*

This instrument was prepared by: Susan S. Barbour, McGuire, Wood & Bissette, PA

Deed preparer has not provided certification of title.

Brief Description for the index

Lot 792 Plat Book 153 Page 137

THIS DEED made this \_\_\_\_\_ day of December, 2010, by and between

GRANTOR

GRANTEE

**MOUNTAIN RETREAT ASSOCIATION, a  
North Carolina nonprofit corporation**

**P.O. Box 969  
Montreat, NC 28757**

**WADE D. BURNS and wife, SUSIE W. BURNS**

**PO Box 610  
Montreat, NC 28757**

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in the Town of Montreat, Black Mountain Township, Buncombe County, North Carolina and more particularly described as follows:

**BEING** all of Lot 792, containing 0.217 acres, as shown on the plat recorded in Plat Book 153 at Page 137 in the Office of the Register of Deeds for Buncombe County, North Carolina, reference to which plat is hereby made for a more particular description.

**TOGETHER WITH** a non-exclusive easement thirty feet (30') in width for ingress, egress and regress and for the installation, maintenance and repair of utilities over the western portion of Lot 782 as shown on Plat recorded in Plat Book 126, at Page 117 and over those existing right of ways, all as shown on plats recorded and referenced above and in Plat Book 50 at Page 71, and Plat Book 53 at Page 71 in the Office of the Register of Deeds for Buncombe County, North Carolina.

**SUBJECT TO THOSE CONDITIONS, AGREEMENTS, RESTRICTIONS AND COVENANTS AS SET FORTH ON SCHEDULE A, ATTACHED HERETO AND INCORPORATED HEREIN.**

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

All or a portion of the property herein conveyed \_\_\_ includes or XX does not include the primary residence of a Grantor.

And the Grantor covenants with the Grantee, that Grantor has done nothing to impair such title as Grantor received, and Grantor will warrant and defend the title against the lawful claims of all persons claiming by, under or through Grantor, other than the following exceptions:

Easements, restrictions, rights of way of record and ad valorem taxes not yet due and payable.

IN WITNESS WHEREOF, the Grantor has hereunto set his hand and seal, or if corporate, has caused this instrument to be signed in its corporate name by its duly authorized officers and its seal to be hereunto affixed, the day and year first above written.

**MOUNTAIN RETREAT ASSOCIATION**  
A North Carolina Non-Profit Corporation

By: Albert G. Peery, Jr. (Seal)  
Albert G. Peery, Jr., President

**SEAL/STAMP STATE OF NORTH CAROLINA, COUNTY OF BUNCOMBE**



I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: **ALBERT G. PEERY, JR., President of Mountain Retreat Association, a North Carolina Non-Profit Corporation**

Date: 12-10-10

Alice A. Cornett, Notary Public

My commission expires: 11-24-11

# RELOCATING THIS 1928 CABOOSE

## VARIANCE TO BUILDING SETBACK

## REAR YARD @ 20' SIDE YARD @ 10'





North Carolina Department of Environment and Natural Resources

Division of Water Quality

Coleen H. Sullins

Director

Beverly Eaves Perdue  
Governor

Dee Freeman  
Secretary

March 30, 2010

Mr. Wade Burns  
P.O. Box 610  
Montreat, NC 28757

# STREAM DETERMINATION AN INTERMITTANT STREAM

**Subject:** Stream Determination  
Burns Property/Montreat Preserve  
Buncombe County

Dear Mr. Burns:

The Division of Water Quality (DWQ) staff (Linda Wiggs and Susan Wilson) met with you on March 17, 2010 to perform a stream determination along an unnamed tributary to Flat Creek, a Class C-HQW stream in the French Broad River Basin [ref. Stream Index No. 6-78-6-(11)]:

A topographic map of the stream and a sketch drawing, along with latitude/longitude is attached for your future reference. As we discussed, at the fork below the old "reservoir wall" until the creek goes subsurface, DWQ considers that to be a stream and subject to regulatory authority. From the point where the creek goes subsurface, until it resurfaces – there is no defined creek and therefore not subject to DWQ regulatory authority. After the creek "resurfaces", it is again subject to regulatory authority.

A copy of the 15A NCAC 2B .0300 indicating the stream and its classification, a copy of 15A NCAC 2H .1000 regarding applicable stormwater rules specific to HQW (High Quality Waters), and a copy of NC GS 113A-57 regarding state standards for land-disturbing activities is also attached for your reference.

At this time, since you plan to construct a single family dwelling, and likely your maximum disturbance will be under one acre, the state regulations regarding stormwater for HQW do not apply. However, the DWQ *recommends* that you comply with the 30 foot vegetative buffer to the maximum extent practicable. Please be aware that you will need to comply with any requirements set forth by the Town of Montreat and Buncombe County regarding sediment and erosion control and/or stormwater.

Exhibit BURNS-13

Location: 2090 U.S. Highway 70, Swannanoa, North Carolina 28778  
Phone: 828-296-4500 FAX: 828-299-7043 Customer Service: 1-877-623-6748  
Internet: www.ncwaterquality.org

North Carolina  
*Naturally*

# INTERMITTANT STREAM SETBACK

Tie: N 66° 41' 22" W  
11.99'

PLANNED  
CABOOSE  
LOCATION

Soil Pads For  
Crane Outrigger

791

Retreat Association  
1902, P. 117  
Pg. 143

30' Stream  
Bldg. Setback

Wade & Susie Burns  
D.E. 4844, P. 1557  
P.E. 163, Pg. 137

30' Stream  
Building Setback

Su  
D.B.  
P.E.

#5 RBF

N 86° 41' 22" W 50.00'

RBS

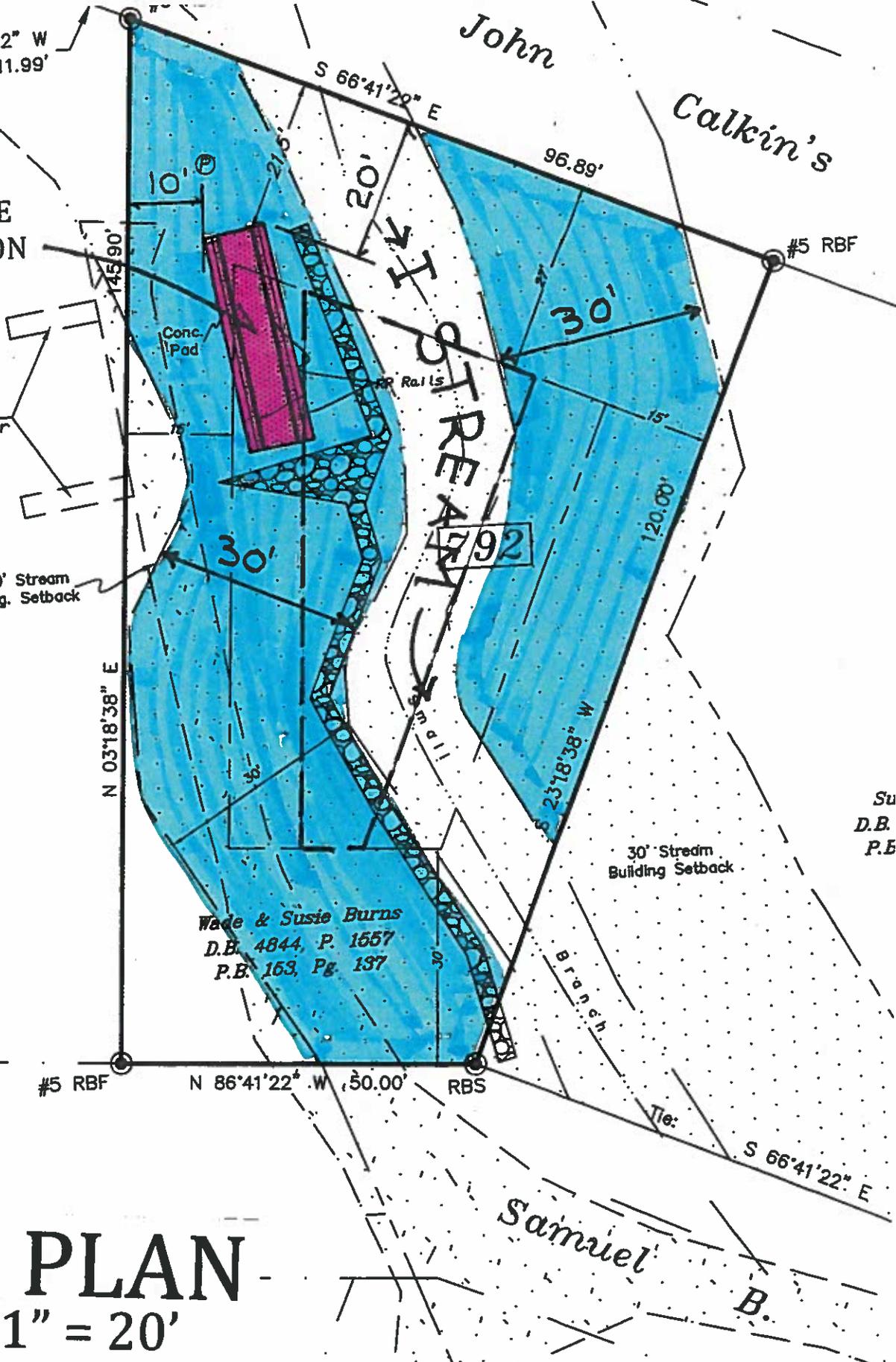
Tie:

S 66° 41' 22" E

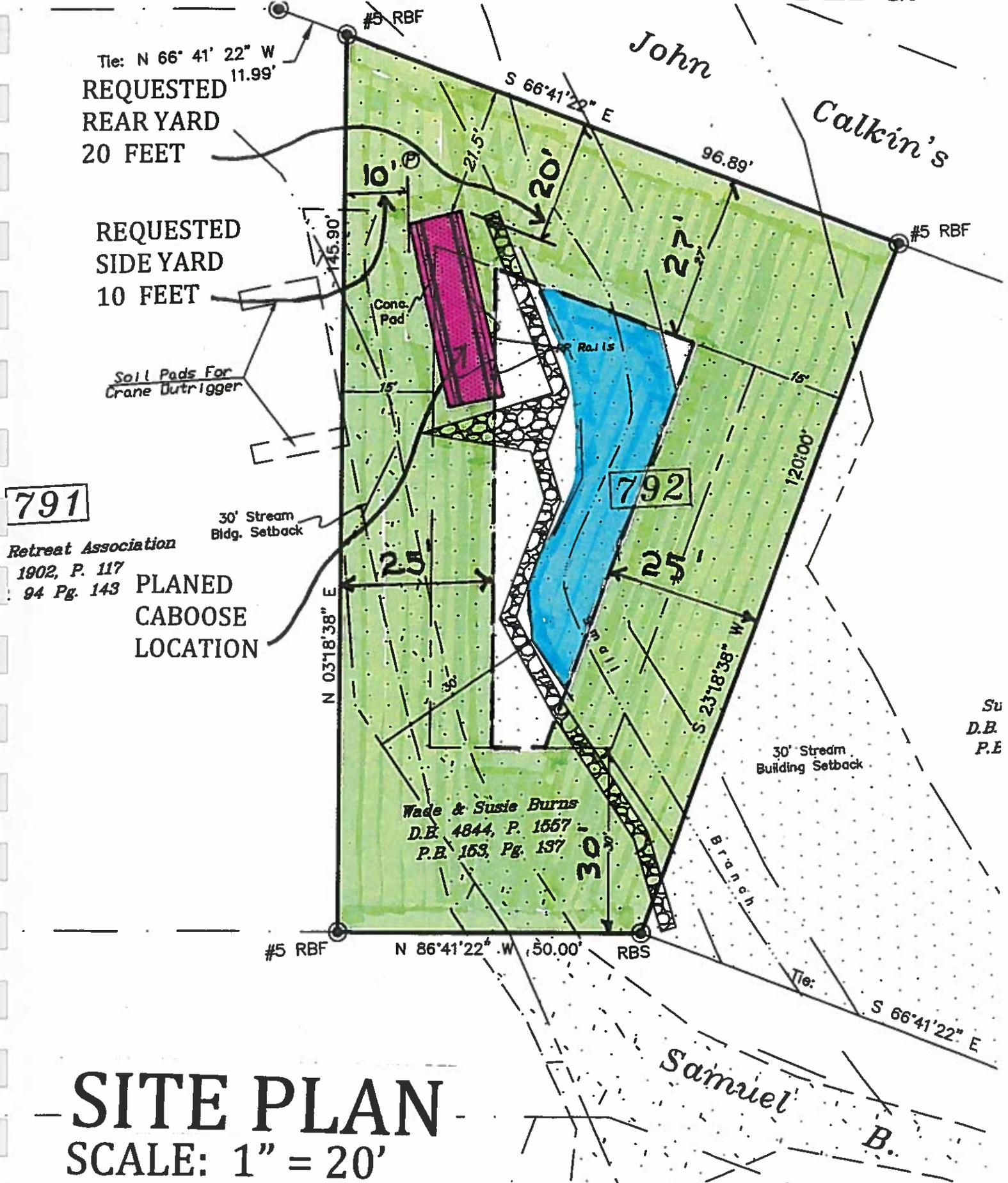
Samuel

B.

**SITE PLAN**  
SCALE: 1" = 20'



# SETBACKS FOR ACCESSORY BLDG.



791

Retreat Association  
1902, P. 117  
94 Pg. 143

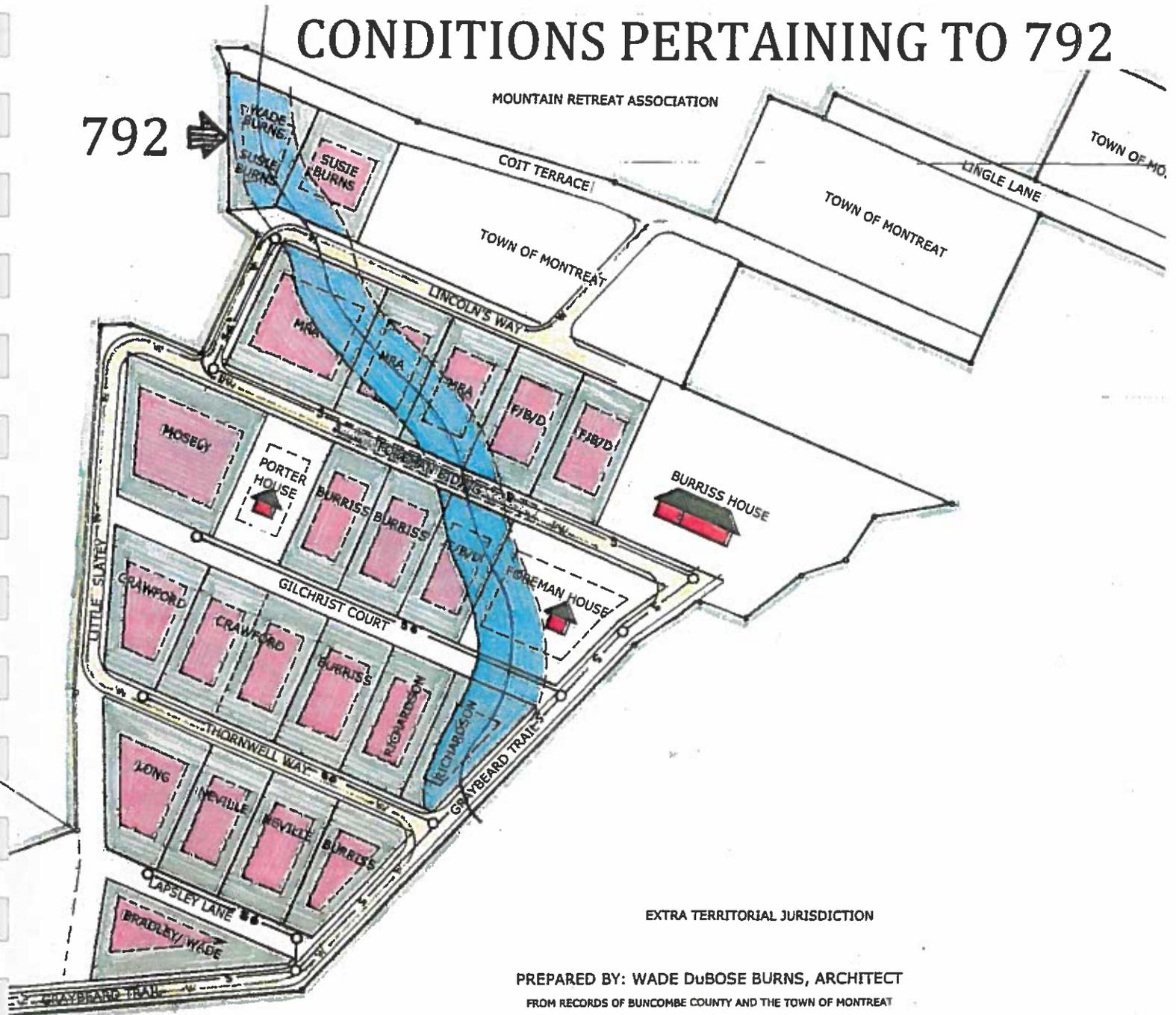
PLANNED  
CABOOSE  
LOCATION

Wade & Susie Burns  
D.E. 4844, P. 1657  
P.E. 163, Pg. 137

**SITE PLAN**  
SCALE: 1" = 20'

# EXTRAORDINARY & EXCEPTIONAL CONDITIONS PERTAINING TO 792

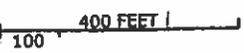
792 →



EXTRA TERRITORIAL JURISDICTION

PREPARED BY: WADE DuBOSE BURNS, ARCHITECT  
FROM RECORDS OF BUNCOMBE COUNTY AND THE TOWN OF MONTREAT  
THIS MAP IS NOT A SURVEY AND PROPERTY OWNERSHIP IDENTIFICATION  
AND BOUNDARIES SHOULD BE VERIFIED BY SURVEY AND TITLE RECORDS.  
THIS EXHIBIT HAS BEEN PREPARED FOR POSSIBLE PROPERTY ANNEXATION.

- BUILDING AREA
- BUILDING SETBACK
- STREAM SETBACK



JUNE 20, 2013  
REVISED: 7/10/13

## UPPER GRAYBEARD R - 3 ZONING VACANT PARCELS WITH SETBACK

Exhibit BURNS-13



## TOWN OF MONTREAT

P. O. Box 428  
Montreat, NC 28757  
Tel: (828)669-8002 Fax: (828)669-3810  
[www.townofmontreat.org](http://www.townofmontreat.org)

### VARIANCE APPLICATION

I, Wade D. Burns (and wife Susie W. Burns), hereby petition the Board of Adjustment for a **VARIANCE** from the literal provisions of the Montreat Zoning Ordinance because, under the interpretation given to me by the Zoning Official, I am prohibited from using the parcel of land described in the attached application for a Certificate of Zoning Compliance in a manner shown by the plot plan attached to that form. I request a variance from the following Zoning Ordinance language [cite Section number(s)]: Section 703.82 Accessory Building Minimum Side Yard Setback 25'  
Section 703.9 Minimum Rear Yard (shown by survey by as 27')

### FACTORS RELEVANT TO THE ISSUANCE OF A VARIANCE

The Board of Adjustment does not have unlimited discretion in deciding whether to grant a variance. According to the enabling language in the North Carolina General Statutes, the Board is required to reach three conclusions before it may issue a variance: (A) that there are unnecessary hardships in the way of carrying out the strict letter of the Ordinance; (B) that the variance is in harmony with the general purposes and intent of the Ordinance and preserves its spirit; and (C) that in granting the variance, the public safety and welfare have been assured and substantial justice has been done. In the spaces below, indicate the facts you intend to show and the arguments you intend to make to convince the Board that it can properly reach these required conclusions. **Additional sheets may be attached to this application where necessary.**

(A) **There are unnecessary hardships in the way of carrying out the strict letter of the Ordinance.** The courts have developed rules to determine whether in a particular situation "unnecessary hardships" exist. State facts and arguments in support of each of the following:

1. **The hardship of which the applicant complains is the result of a condition or existing features that are peculiar to the applicant's land.** (Note: *Hardships suffered by the applicants in common with his/her neighbors do not justify a variance. There are extraordinary and exceptional conditions pertaining to the property in question due to its size, shape or topography that are not applicable to other land or structures in the same Zoning District. Also, unique personal or family hardships are irrelevant; a variance, if granted, runs with the land.*)

A.

1 - The following are extraordinary and exceptional conditions to the applicants lot in the Upper Graybeard ETJ, R-3 zoning District that are not applicable in describing other lots in this zoning district.

The lot is nearly equally bisected top to bottom by a N.C. State certified intermittent stream.

A.

1. Continued:

The eastern stream side of the lot has a gradual and gentle uphill slope while the western stream side of the lot is steep and approaches the threshold of Montreat's Steep Slope Ordinance.

The lot is only .21 acres.

Limitations of the Montreat Stormwater Ordinance restrict practical use of the lot to only the half of the lot east of the bisecting intermittent stream.

The lot is an irregular lot with a sharp acute corner at the top of the eastern half of the lot reducing the buildable area of this small lot.

It is the impact of the Montreat ordinance restrictions that combined with the size; shape and topography, impact development of this lot more severely than any other lot in the Upper Graybeard area.

2. **The special circumstances are not the result of the actions of the applicant.** *(Note: The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.)*

2 - The special circumstances outlined above are not the result of actions of the applicant.

- (B) **The variance is in harmony with the general purpose and intent of the Ordinance and preserves its spirit.** State facts and arguments to show that the variance requested represents the *least possible deviation* from the letter of the Ordinance that will allow a reasonable use of the land. Also describe how the use of the property, if the variance is granted, will not substantially detract from the character of the neighborhood.

B.

There can be no reasonable use of the land where Montreat ordinances place building setback limitations that cover 100% of the lot.

If thresholds in the Town Stormwater ordinance are reached, there may be no development on the entire lot as setback restrictions will exceed 100% of the lot.

The .21 acre lot bisected by the intermittent stream, combined with the Stormwater Ordinance disturbed area limitation of 5,000 sq. feet restricts development to the eastern (gentle slope) half of the lot.

B.  
Continued

Without triggering the Stormwater setback restrictions, but with the R3 yard setbacks and the stream as boundaries, there remains only .03 acre on this lot upon which building is allowed. Impervious areas allowed are much less.

It is specifically this limited improved use of the property down to .03 acre that calls for deviation from the letter of the ordinance to allow even modestly reasonable use of the land.

**The property is in harmony w/ Ordinances.** The property east and adjacent to the side yard in question is in permanent conservation as wooded area. Allowing a reduction of the east side yard setback from 25 feet to 10 feet will not detract from the character of the neighborhood. Nothing will ever be constructed on the property adjacent to the applicant's side yard and therefore there will be no reduction in separation of neighboring buildings as a result of this variance.

The property adjacent to the rear of the lot is an unopened platted right of way separating the lot from the same wooded conservation area. Allowing a reduction of the rear yard setback from 27 feet to 20 feet where there will never be any building development will not detract from the character of the neighborhood.

Additionally, the proposed variance is for the relocation of an antique restored railroad caboose (a one story structure). This caboose has been an historic part of Montreat's unique history and folk lore for 50 years. This request is to allow the relocation of this caboose. The caboose has been sitting in the middle of a platted right of way all those years and needs to finally be moved.

- (C) **The granting of the variance secures the public safety and welfare and does substantial justice.** State facts and arguments to show that, on balance, if the variance is denied the benefit to the public will be substantially outweighed by the harm to the applicant.

C.  
The answers in conclusion B above show that no neighbor, now or in the future, will experience encroachment or be adversely impacted by the granting of this variance request.

It is the applicant's hope that we might be able to build a modest home for our family upon the successful sale of our large home in Montreat. Our purpose in selling and building is to use our large home's equity for tuitions for our 2 sons. They love growing up in Montreat and enjoy being able to have their many friends in our home including for overnight visits. The caboose fits perfectly into our plans to downsize as even with a modest house on this lot, the caboose can on occasion comfortably sleep 6 people to include their friends.

C.  
Continued

Against this dream of our family, the benefit to the public if this variance is denied seems to have little to no measurable value. The closest neighbor to the east of our side yard setback is thousands of feet to the east and probably a thousand feet to the southeast. Neither neighbor can see the others property summer or winter.

A hiking trail passes near our east side yard but a new trail was recently completed to detour these hikers across Little Slatey stream instead of near our lot. Even so, hikers who will be able to see the caboose should more likely find it a pleasant surprise or even a point of interest, not a detriment. A 15 foot difference in the side yard setback will be unlikely to make a difference in the zoning's intent.

The closest neighbor to the north of our rear yard setback is a lot we swapped with the MRA for this lot. This swap was so our previous lot may be placed in conservation. After that lot, our property is separated by thousands of acres and the Pisgah National forest.

1. **Granting the requested variance will not confer upon the applicant any special privileges that are denied to other residents of the Zoning District in which the property is located.**

This is true, We are aware of no one of our fellow property owners in this area that have been denied the relief we are seeking.

I am unaware however of anyone officially requesting special privileges in the Upper Graybeard R-3 Zoning District since the Town officially prohibited wells, septic systems, private water lines, private sewer lines, private driveway access to lots not presently on an existing road and there is no sewer reaching our area. These restrictions and the restrictions of the Stormwater Ordinance have effectively halted all residential development in our area since these laws were enacted.

With these restrictions, we also know we also can not build a home on our lot until there are solutions to these prohibitions and that we will only be able to use our caboose for camping and recreational use. Under these circumstances, we do believe it would not do justice to anyone for us to lose the use of this restored structure for our family and our children for the months or years that may pass before resolution of these many restrictions are revisited.



**Town of Montreat**  
Office of the Zoning Administrator

July 30, 2015

Wade D. Burns  
P.O. Box 610  
Montreat, NC 28757

Dear Mr. Burns:

I appreciate you bringing to my attention the error I made with respect to the building setback requirement I interpreted for lot #792, bearing PIN# 0721-12-5253-00000 which is located in the Extra-Territorial Jurisdiction (ETJ) of Montreat. While the proposed use is an accessory structure to the (as yet undeveloped) single-family residential occupancy you described during our meeting - when you applied for the permits (5/12/2015) - I mistakenly applied the dwelling setbacks to the accessory building as well. As you rightly point out, Section 703.3 of the zoning ordinance prescribes a 25' minimum side yard building setback to all uses other than single- and two-family dwellings. I apologize for any inconvenience or confusion my error may have caused.

If you have any questions regarding this notification or if I may be of further assistance in the matter, please do not hesitate to contact me at (828) 669-8002.

Sincerely,

David Currie, CFM, CZO  
Building Inspector/Code Administrator  
Town of Montreat

A question I have been asked is why has the concrete pad, shown in the survey, been set for relocating the caboose that will require a Variance if the caboose is to be located there.

Well, pretty embarrassing actually, especially for an architect. Perhaps as I am within a few days of being 70, this senior thing is more serious than I would hope.

I staked out the caboose based on my approved zoning and building permits to fit within the then approved 15' side setback. I measured off lines pulled across the rear property line and staked out the rear corner for the caboose to be located.

I was working from a corner stake later discovered to be an errant corner, not knowing this, when the crane company was instructing me on all the room they must have to erect their crane safely, they needed more room and I moved the foundation away from the side line trying to give them room for their outriggers.

The result is that I failed to account for how acute the property corner is and the rails and concrete are 7 feet closer to the rear line than the setback allows. I brought out the surveyor and had the exact errors confirmed.

The location is my mistake and the caboose will not be placed there without a variance allowing it. Any hardship to us as a result of my mistake may not be considered as a justification for a variance, pro or con.

So, I was pretty down until I began looking at the variance requirements and conditions. The location of the present concrete pad foundation is itself a legal site improvement and if the variance request is not justifiable on it's own merits, it will be a very strong and solid patio.

As I put together the extraordinary circumstances of this lot, I realized the location of the concrete pad not only fits well within the requirements for approved setback variances, but that given the location of the correct NE property stake, the stream bed, the site conditions outlined in the Variance request, it is about the only location that will allow for a reasonable use of the land. If the request makes sense on it's own merits, fortunately a mistake of the applicants own making is also not a reason to prohibit approving a variance where the facts in the application may otherwise warrant approval of the requested variance.

Respectfully



Wade D. Burns

Exhibit BURNS-13

# FRONT, REAR AND SIDE SETBACKS FOR A HOME

Tie: N 66° 41' 22" W  
11.99'

REQUESTED  
REAR YARD  
SETBACK

REQUESTED  
SIDE YARD  
SETBACK

Soil Pads For  
Crane Outrigger

PLANED  
CABOOSE  
LOCATION

791

Retreat Association  
1902, P. 117  
94 Pg. 143

30' Stream  
Bldg. Setback

N 03°18'38" E

Wade & Susie Burns  
D.E. 4844, P. 1557  
P.B. 153, Pg. 137

1" = 20'

#5 RBF

N 86°41'22" W 50.00'

RBS

30' Stream  
Building Setback

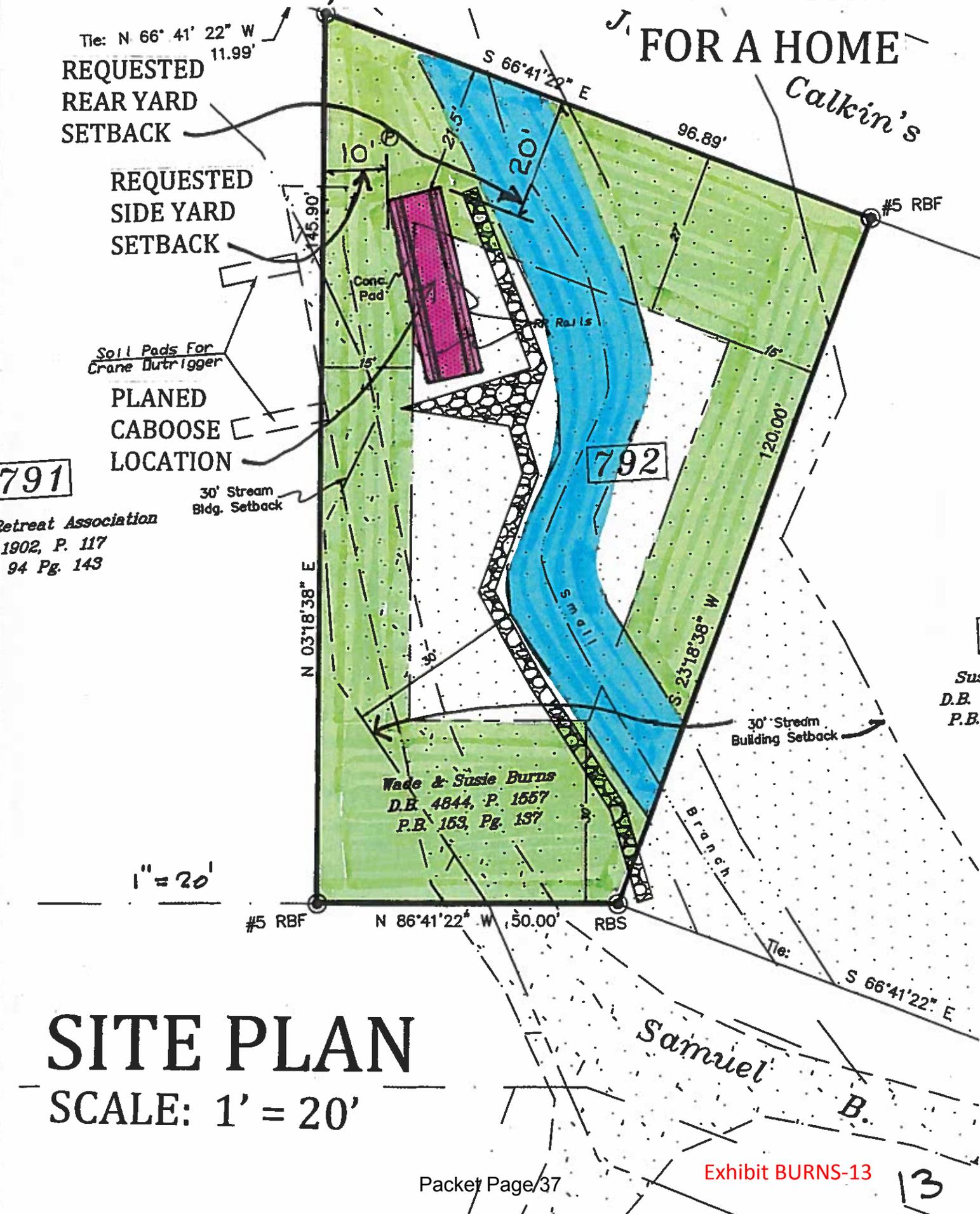
Su:  
D.E.  
P.B.

Samuel

B.

# SITE PLAN

SCALE: 1' = 20'



# ORDINANCES BLOCK NEW R-3 HOMES

(CHAPTER M, SECTION 1, 3.) This section prohibits the installation of private wells and septic systems anywhere in the proposed annexation area or in the Town limits of Montreat.

(CHAPTER M, SECTION 4.) This section prohibits the installation of private drives in right of ways anywhere in the proposed annexation area or in the Town limits of Montreat.

(CHAPTER M- EXTENSION OF PUBLIC UTILITIES AND STREETS, SECTION 4.)

(CHAPTER D- ARTICLE IV, STREET STANDARDS, PAGES 28 – 37) No home site can be accessed for construction of a new home where there is not an existing road to their lot. A lot owner, can at their expense, secure permission from the Town to engineer and construct a new street to the Town's Street Standards. This is an expensive and time consuming process that is cost prohibitive for all but the wealthiest would be Montreat home owner. See Annexation Exhibit C, Roads. This provision applies to 4 lots in Area B.

(CHAPTER M, SECTION 2,) Neither new homes nor existing homes can connect to Town water if there is not a Town installed water main adjacent to their property. A lot or home owner, can at their expense, secure permission from the Town to engineer and construct to the Town's specifications, a public water line to serve themselves as well as other properties as the Town officials may determine is necessary. This is an expensive and time consuming process that is cost prohibitive for all but the wealthiest would be Montreat home owner. See Annexation Exhibit D, Water. This provision applies to 7 lots in Area B.

(CHAPTER M, PARAGRAPH 2, NO. 1, SECTION 6.) Neither new homes nor existing homes can connect to Town water unless their home is connected to an approved MSD sewer.

There is no MSD sewer in the proposed annexation area. A lot or home owner, can at their expense, secure permission from the Town and from the MSD to engineer and construct to the MSD's specifications, a public sewer line to serve themselves as well as other properties as the Town officials may determine is necessary. This is an expensive and time consuming process that is cost prohibitive for all but the wealthiest would be Montreat home owner. See Annexation Exhibit E. This provision applies to every building lot in Area B.

(CHAPTER K, ARTICLE III: STORMWATER MANAGEMENT, SECTION 305, GENERAL STANDARDS, NO. 1) The 27 pages of regulations on Chapter K, storm water management, contain a number of provisions and restrictions every property owner should review. Section 305, General Standards, No. 1, requires an additional 30' building setback from the top edge of the bank of an intermittent stream. This setback on both sides of such a stream plus the width of the "occasional" stream equals approximately a 65' wide building setback. When combined with side, front and rear setbacks, this makes building a reasonable home on certain lots virtually impossible or prohibitively restricted. See Annexation Exhibit F, Double Setback. This provision applies to 6 lots in Area B.

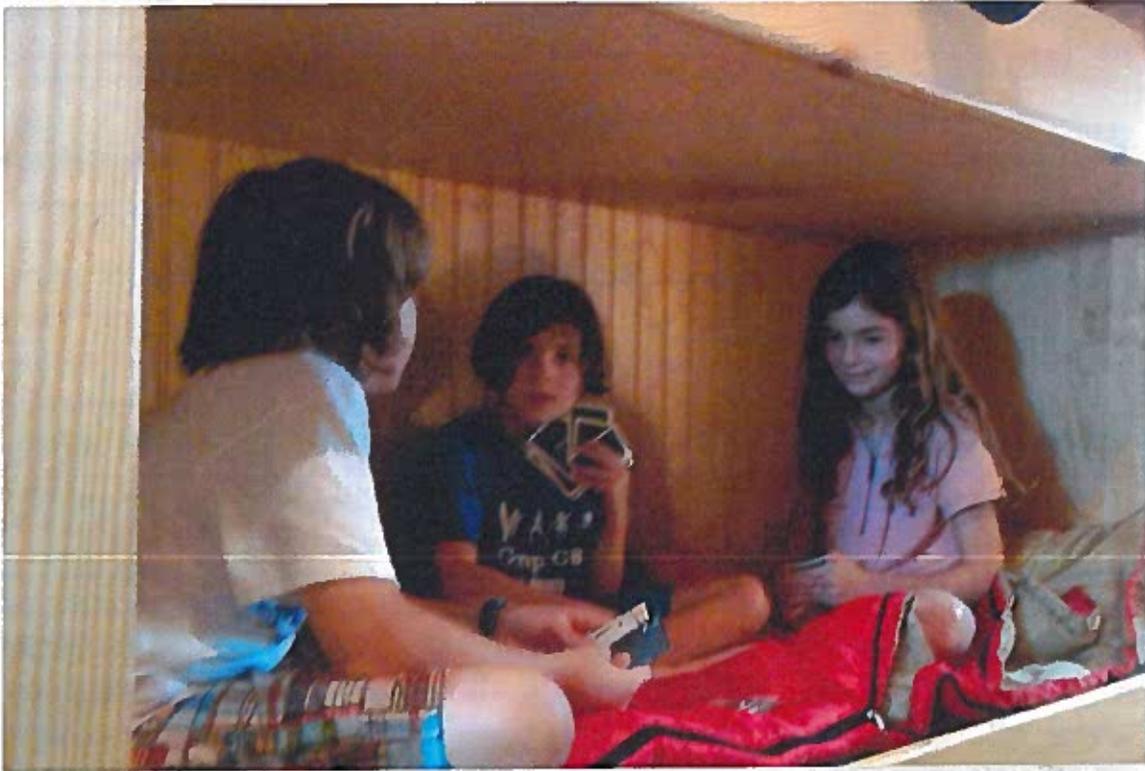


Exhibit BURNS-13

Variance Submittal Checklist

The applicant for a variance request shall submit the following materials to satisfy the minimum requirements of a complete application package:

- Completed variance request application form provided by the Town;
- Neatly-drawn scale map of the property showing the location of any building(s) or improvement(s) that are the subject of the requested variance or appeal, with all adjoining street/road frontage illustrated;
- NA  If the appeal or variance request concerns the elevation of a building, a drawing providing elevation views of the building(s) and other improvements located on the property that are the subject of the requested variance or appeal;
- A copy of the deed indicating current ownership of the subject property;
- A copy of the plat or recent survey, if available, showing such property;
- NA  Any contract to purchase or other relevant documentation;
- A fee set by the Town as listed in the current fee schedule as adopted by Town Council;
- Any other materials reasonably required by the Chair of the Board of Adjustment.

I, David Currie, Zoning Official for the Town of Montreat have reviewed the attached material for completeness in the matter of Wade & Susie Burns and a requested variance, and hereby verify that the submittal meets the minimum requirements of Article XII, Section 1204(B) of the Montreat Zoning Ordinance.

David Currie

Signature

7/31/2015

Date

Exhibit BURNS-14

## Montreat Zoning Ordinance

### Article VI

616 Non-Conformities. Any non-conforming use, Structure, or lot which lawfully existed as of November 14, 1985, the date the original Section 617 was enacted, and which remains non-conforming and any use, Structure or lot which has become non-conforming as a result of the enactment of the amendment to this Section may be continued or maintained only in accordance with the terms of this Section. However, this Section shall not apply to any feature for which a variance has been granted by the Zoning Board of Adjustment subsequent to November 14, 1985.

#### 616.1 Non-Conforming Vacant Lots.

**616.11** A non-conforming vacant lot is a lot upon which no Structure is located and which does not meet the dimensional requirements for the zoning district in which it is located, but which (i) was shown on a plat or described in a deed recorded in the Office of the Register of Deeds for Buncombe County, North Carolina, before November 14, 1985, and (ii) was not in violation of any subdivision regulation of the Town of Montreat at the time the deed describing or plat showing the lot was recorded.

616.12 A non-conforming vacant lot may be used for any of the uses permitted by this Ordinance in the zoning district in which it is located if the use of the lot meets the following requirements:

- 1) If a non-conforming vacant lot adjoins one or more lots in the same ownership at any time since November 14, 1985, then the provisions of this Section shall not apply to such non-conforming vacant lot until the owner of the non-conforming vacant lot combines the non-conforming vacant lot with the adjoining lot or lots to create one lot. The intent of this Subsection is to require non-conforming lots to be combined with other lots to create conforming lots under the circumstances specified herein; and
- 2) All other minimum requirements for the zoning district in which the non-conforming vacant lot is located must be met or a variance obtained from the Zoning Board of Adjustment.

Article VII

**703.4 Minimum Lot Area.**

703.41 Twenty thousand (20,000) square feet for all Single-family Dwellings.

703.42 Thirty thousand (30,000) square feet for Two-family Dwellings.

**703.43 Thirty thousand (30,000) square feet for all other uses.**

**703.5 Minimum Lot Width. Seventy-five feet (75').**

**703.6 Minimum Lot Depth. One hundred feet (100').**

**703.7 Minimum Front Yard. Thirty feet (30').**

**703.8 Minimum Side Yard.**

703.81 Single-family and Two-family Dwelling units:Fifteen (15) feet.

**703.82 All Other Uses: Twenty-five (25) feet.**

**703.9 Minimum Rear Yard. Twenty percent of the mean lot depth provided that rear yards on lots used for dwelling purposes need not exceed thirty-five feet.**

**Town of Montreat  
Board of Adjustment  
Variance Consideration Worksheet  
Burns Public Hearing  
August 27, 2015**

---

**Applicant:** Wade D. Burns  
**Property Location:** Samuel B. Lincoln's Way, PIN# 0721-12-5253-00000  
**Proposed Use of Property:** Accessory Structure  
**Zoning District:** R-3 Residential District

**I. Completeness of Application:**

- The application is complete.
  - The application is incomplete in the following ways:
- 
- 

**II. Compliance with Factors Relevant to the Issuance of a Variance (North Carolina General Statutes and Montreat Zoning Ordinance Section 1203)**

**(A) There are unnecessary hardships in the way of carrying out the strict letter of the ordinance.** The courts have developed the following rules to determine whether in a particular situation "unnecessary hardships" exist. Facts and arguments must be presented in support of each of the following:

- 1. The hardship of which the applicant complains is the result of a condition or existing features that are peculiar to the applicant's land.** There must be extraordinary and exceptional conditions pertaining to the property in question due to its size, shape or topography that are not applicable to other land or buildings in the same Zoning District. *(Note: Hardships suffered by the applicants in common with his/her neighbors do not justify a variance. Also, unique personal or family hardships are irrelevant, since a variance, if granted, runs with the land.)*

This conclusion is based in the following **Finding(s) of Fact:**

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2. **The special circumstances are not the result of the actions of the applicant(s).**  
*(Note: Purchasing property with knowledge that circumstances exist that may justify a variance is not considered a self-created hardship.)*

This conclusion is based in the following **Finding(s) of Fact**:

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- (B) The variance is in harmony with the general purpose and intent of the ordinance and preserves its spirit.** Arguments and facts must be presented showing that the requested variance represents the least possible deviation from the letter of the Ordinance(s) that will allow a reasonable use of the land, and that the use of the property will not substantially detract from the character of the neighborhood.

This conclusion is based in the following **Finding(s) of Fact**:

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- (C) The granting of the variance secures the public safety and welfare and does substantial justice.** Arguments and facts must be presented showing that if the variance is denied, the benefit to the public will be substantially outweighed by the harm to the applicant(s).

This conclusion is based in the following **Finding(s) of Fact**:

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- 1. Granting the requested variance will not confer upon the applicant(s) any special privileges that are denied to other residents of the Zoning District in which the property is located.**

This conclusion is based in the following **Finding(s) of Fact**:

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- 2. A literal interpretation of the provisions of this Ordinance would deprive the applicant(s) of rights commonly enjoyed by other residents of the Zoning District in which the property is located.**

This conclusion is based in the following **Finding(s) of Fact**:

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- 3. The variance is not to request a use of land, Building or Structure which is not permitted in the subject Zoning District.**

This conclusion is based in the following **Finding(s) of Fact**:

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**III. Granting the Application**

- The application is granted, subject to the following conditions:
  1. Any variance granted by the Board of Adjustment must be acted upon within six months or it shall become null and void. The Board of Adjustment may grant one six-month extension of a variance if so requested by the applicant.
  2. Other Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IV. Denying the Application**

- The application is denied because it is incomplete for reasons set forth above in Section I.
  
- The application is denied because, if completed as proposed, the development probably (insert one or more reasons from Section II):  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
- For the following reasons:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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