

**TOWN OF BOONE
COMMUNITY APPEARANCE COMMISSION
TUESDAY, APRIL 24, 2018
5:30 P.M.**

COMMISSION MEMBERS PRESENT: Chairperson Brian Williams, Vice-Chairperson Sarah Davis Cagle, Daniel Johnson, Jason Selong and Karyn Reid

COUNCIL LIASIONS PRESENT: Rennie Brantz and Sam Furgiuele

STAFF PRESENT: Jane Shook - Director of Planning and Inspections, Brian Johnson, Urban Design Specialist and Marlene Crosby-Board Secretary

CALL TO ORDER

Chairperson Williams called to order the meeting of the Boone Community Appearance Commission, held in the Planning and Inspections Department – Upstairs Conference Room located at 680 W. King Street at 5:30 p.m.

ADOPTION OF THE AGENDA

Chairperson Williams made a motion, seconded by Vice-Chairperson Davis to approve the agenda as written.

VOTE:

Aye – All
Nay – None

The motion passed.

Member Selong joined the meeting at 5:35 p.m.

APPROVAL OF MINUTES

Member Brantz made a motion, seconded by Chairperson Williams to accept the January, 23, 2018, March 20, 2018 and the March 27, 2018 meeting minutes as written.

VOTE:

Aye – (Brantz, Davis, Johnson, Selong, Williams)
Nay – None
Abstain – (Reid)

The motion passed.

Mr. Brian Johnson, Urban Design Specialist welcomed new Member Karyn Reid to the meeting and asked her to tell the CAC members about herself. She said is she majoring in Community and Regional Planning with a minor in Business at Appalachian State University and she will graduate in two years. She said that she hopes to live abroad in New Zealand in 2019 but she is looking at other options as well. Each CAC member introduced themselves to Member Reid.

Mr. Johnson said the goal in UDO Article 18.02.02[C,1,a,i] is to provide guidance for the massing and scale of the buildings and tie it to adjacent buildings. He said the Staff added proposed language for the placement and size of window and door openings, the relationship between building elements, additions will be differentiated from any historic building and compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment, the same type of block of surrounding buildings.

Mr. Johnson said that the Staff added a new section in Article 18.02.02[C,1,d and e] for additions and for larger buildings.

Mr. Johnson said that the Staff added a new section in Article 18.02.02[C,2,c] Exceptions for prohibited materials. He said this proposed language was added because of the questions on the stucco on the buildings.

Mr. Johnson explained that in the beginning of the review process the Staff would review the building materials to see if they are historically accurate. He further explained that the Staff added this caveat that certain building materials were exempt. This way the Staff could spell it out for the acceptable and prohibited building materials. He said there could be building materials that are prohibited that could also be historically accurate.

Mr. Johnson referred to UDO Article 25.01.01[A] The article is applicable to the publicly visible portions of building facades, as defined herein. He explained that the Staff added clarification to this Section as a result of questions at previous Town meetings regarding the way that Staff had interpreted the publicly visible definition regarding the 70 percent. Mr. Johnson said a building façade shall be deemed publicly visible when more than thirty percent (30) of the façade is visible from any street or adjacent residentially zoned property. Mr. Johnson pointed out that the Staff removed from the previous proposed language of more than thirty percent (30) of a building façade is taller than the vegetative buffer at the time of planting.

Discussion ensued on building heights and stories in the B-1 zoning district. Chairperson Williams had a question on UDO Article 18.02.02,[C,1,e,ii] regarding breaking up the roofline of a large building into smaller components may help the perceived mass of large buildings. He asked if by exempting the roofline has it opened up the possibility of allowing pitched roofs by not specifically stating it is as a requirement. Ms. Shook pointed out that there will be other text amendments that will change the height of buildings in the B-1 zoning district to 30-foot in some sections and 33-foot in other sections. It was noted that the 30-foot building height is only along King Street in the Historic Core and outside the Historic Core it is 33 feet and if it is not included they can have up to a four-foot parapet for a height of 37 feet. Chairperson Williams said there cannot be 10-foot high first floors and you cannot build a three-story building in 33 feet without a standard residential first floor. Ms. Shook said this could happen because you can get four-stories in 42 feet.

Member Furguele joined the meeting at 5:50 p.m.

Member Furguele said in terms of defining the look of Howard Street; you can look at the ECRS building which is about 31 feet tall. He noted that the Farmers Hardware building is the tallest building on W. King Street. He explained that the building heights for the B-1 and B-3 are the same height of 45 feet including the setback. He said the building height on Howard Street is 55 feet in the B-1 zoning district which he feels will change the look of Howard Street.

Aye – All
Nay – None

The motion passed.

OTHER MATTERS BY BOARD MEMBERS OR STAFF

Member Furguele asked if there had been discussion on this Commission regarding the Council Liaisons. Ms. Shook said no.

Member Furguele explained that he had proposed to Council to review all of the Town committees one by one. He expressed his concern for the quorum issues, the need to meet every month or just when there is a project to work on and if the memberships are adequate. He said he also felt that the Council members possibly influence the committee members on topics that are discussed.

Member Brantz agreed with Member Furguele regarding the need for the Council to review the size, purpose and direction of the Town committees.

Member Furguele said the reason he is mentioning the review of Town committees at this meeting is because he would like for the CAC to discuss it at their next meeting in June of 2018.

Mr. Johnson reminded everyone that the CAC does also serves the Tree Board and the Greenway Parks and Gardens committee as it relates to appearance.

Mr. Johnson explained that in the past the CAC had seven members on it and the Tree Board had four members on it and sometimes there were quorum issues. He said that having a larger number of members on a board is not always the best way to get a quorum for the meetings. He said the change to majority of members present really helped the Town committees to get a quorum.

Mr. Johnson said he would like to see the CAC be able to work on Greenway Parks and Gardens topics.

Member Brantz said how do other municipalities structure their committees. Member Furguele said that he had checked into this and some of the other municipalities do not have committees.

It was confirmed that there was a modification to the Town Code to make the Council Liaisons voting members in the Town committees.

Chairperson Williams asked how did the Council Liaisons become part of Town committees. Member Brantz said it was for educational purposes for the Council Members to be a part of Town committees to find out what they are working on and to share general ideas from the Council with the Town committees, if they are relevant to the discussion in the committee.

Member Furguele said that he remembered that the Council members had mentioned that they did not know what was being discussed in the Town committees. He said the Council would be put on the spot to take action on topics that they had no prior knowledge on. He said that the Council was not receiving the Town committee minutes prior to the Council meetings at that time.

Ms. Shook talked about the possible friction it may cause for the Council, if a Council Member votes for a certain topic in a Town committee and when they vote on that same topic at the Council meeting