

**TOWN COUNCIL AND PLANNING COMMISSION
SPECIAL PUBLIC HEARING MINUTES
MONDAY, FEBRUARY 24, 2025, 6:00 PM
1500 BLOWING ROCK ROAD AND VIA WEBEX SOFTWARE**

COUNCIL MEMBERS PRESENT: Mayor Tim Futrelle, Mayor Pro Tem Dalton George, Eric Plaag, and Edie Tugman

COUNCIL MEMBERS ABSENT: Todd Carter and Virginia Roseman

PLANNING COMMISSION MEMBERS PRESENT: Frank Veno-Vice-Chair, Chris Behrend (joined via WebEx at 6:11 p.m.), Garrett Kight, and Anne Pruitt (via WebEx)

PLANNING COMMISSION MEMBERS ABSENT: Adrian Tait

PLANNING STAFF PRESENT: Jane Shook-Director of Planning & Inspections, Brandon Wise-Deputy Director of Planning & Inspections, and Brenda Henson-Board Clerk

Call to Order

Mayor Futrelle called the Town Council to order at 6:05 p.m. Vice-Chair Veno called the Planning Commission to order at 6:06 p.m. The meeting was held in the Town Council Chambers at 1500 Blowing Rock Road and via WebEx.

Moment of Silence

A moment of silence was observed.

Approval of Meeting Minutes

Council Member Plaag moved to approve the January 27, 2025, Public Hearing minutes as written. Council Member Tugman seconded the motion.

Vote: Aye – 3
Nay – 0
Absent – 2 (Carter, Roseman)

The motion passed.

Commission Member Pruitt moved to approve the January 27, 2025, Public Hearing and Planning Commission meeting minutes as written. Commission Member Kight seconded the motion.

Vote: Aye – 3
Nay – 0
Absent – 2 (Behrend, Tait)

The motion passed.

PUBLIC HEARING

Case A25-0108 Emergency Disaster Relief Uses – Manufactured Home Parks – UDO Text Amendment

A text amendment to amend UDO Article 15 Limited Use requirements to allow emergency temporary housing units to be placed in existing manufactured home parks.

Jane Shook, Director of Planning & Inspections, presented the request as outlined in the meeting packet. She stated that this text amendment would allow manufactured homes in manufactured homes parks destroyed by disaster to be temporarily replaced with temporary housing units.

Council Member Plaag asked how many locations were zoned for manufactured housing. Ms. Shook replied that only one area was zoned for manufactured housing, and it was the Greenway Manufactured Home Park. She explained that the park was comprised of two lots. Current UDO regulations would allow one temporary housing unit per parcel, meaning the park could have only two temporary housing units for the entire park.

Commission Member Behrend joined the meeting at 6:11 p.m.

There was no public comment on this case.

Vice-Chair Veno asked if the homes in the park were individually owned. Ms. Shook stated that some were individually owned, and the property owner of the manufactured home park owned some.

Vice-Chair Veno noted that the lots in the park were small. Ms. Shook explained that the temporary housing units would be travel trailers and RVs, which were typically smaller than manufactured homes. She added that new manufactured homes were often larger than older homes, so the park layout would likely need to be restructured.

Commission Member Kight asked if GIS or County tax mapping showed how many lots were in the park. Ms. Shook replied that only two parcels of land were in the park. The individual home lots were configured by the property owner and approved based on UDO requirements by the Town. Council Member Plaag noted that there was no legal deed to each manufactured home slip or lot.

Council Member Tugman asked what would happen if new home placements did not meet setback requirements for the lot. Ms. Shook reiterated that the property owner would then present a new layout plan to the Town that met current UDO and life safety requirements. She added that manufactured home standards may need to be revisited.

Commission Member Pruitt asked if new home placements could be grandfathered under the current regulations. Ms. Shook replied that a new home would have to be placed in the same location as a previous home and not encroach into the setback, which could be challenging.

With nothing further, Mayor Futrelle closed the public hearing for this case at 6:20 p.m.

Adjournment of Town Council

Council Member Plaag moved to adjourn the Public Hearing at 6:20 p.m. Mayor Pro Tem George seconded the motion.

Vote: Aye – 3
Nay – 0
Absent – 2 (Carter, Roseman)

The motion passed.

Tim Futrelle, Mayor

Brenda Henson, Board Clerk

Frank Veno, Planning Commission Vice-Chair

PLANNING COMMISSION

Case A25-0108 Emergency Disaster Relief Uses – Manufactured Home Parks – UDO Text Amendment

A text amendment to amend UDO Article 15 Limited Use requirements to allow emergency temporary housing units to be placed in existing manufactured home parks.

Commission Members Pruitt, Kight, and Vice-Chair Veno felt the amendment was clear and straightforward.

First Motion and Vote: Commission Member Pruitt made a motion that the proposed amendment to the Town's zoning ordinance is consistent with the Town's comprehensive plan and any other adopted plans of the Town that are applicable because of:

Comprehensive Plan Policy 2.3.3 Housing and Neighborhoods

A. The protection and rehabilitation of viable neighborhoods shall be encouraged to ensure their continued existence as a major housing source and as a reflection of the area's image as an attractive, highly livable community.

F. The affordable housing needs of area residents, particularly elderly and low to moderate income residents, shall be recognized in Town policies and actions regarding residential development.

Commission Member Kight seconded the motion.

Vote: Aye – 4
Nay – 0
Absent – 1 (Tait)

The motion passed.

Second Motion and Vote: Commission Member Kight made a motion that the Planning Commission recommends approval of Ordinance A25-0108 within Exhibit A and believes approval is reasonable and in the public interest because it facilitates affordable housing in an emergency situation and gets the community back up and running to their prior state. Commission Member Behrend seconded the motion.

Vote: Aye – 4
Nay – 0
Absent – 1 (Tait)

The motion passed.

Other Matters

Ms. Shook informed the commission members that work was still ongoing on the Boone Next Plan. She stated there could likely more workshops before the final product moved to a public hearing process.

Ms. Shook noted that the Town Council adopted a public comment policy earlier this month that would affect the Planning Commission meetings. She provided the members who were present with a paper copy of the policy and stated she would email the remaining members a copy. The policy was also placed on the Town's website and the Planning Commission webpage. Ms. Shook noted that copies of this policy would be made available at every Planning Commission meeting.

Adjournment

Commission Member Kight motioned to adjourn the meeting at 6:33 p.m. Commission Member Behrend seconded the motion.

Vote: Aye – 4
Nay – 0
Absent – 1 (Tait)

The motion passed.

Frank Veno, Planning Commission Vice-Chair

Brenda Henson, Board Clerk