

**Town of Boone
Planning Commission
Special Meeting
6:00 PM, Apr. 5, 2021
WebEx, WebEx**

**This meeting will be held remotely using video conferencing software (WebEx).
Anyone can watch the meeting live at <https://townofboone.viebit.com/index.php>**

**If you wish to speak under Public Comment, please contact Jane Shook at (828)
268-6960 or jane.shook@townofboone.net by 5:30 p.m. on the day of the meeting.**

I. Call to Order

II. Public Comment

III. Approval of Meeting Minutes

March 12, 2021 Special Planning Commission Meeting Minutes

IV. Downtown Planning Projects

Town of Boone Downtown Planning Projects

Note: Presentation contains a link to all documents under review for this meeting.

V. Other Matters

VI. Adjournment

**PLANNING COMMISSION MEETING MINUTES
FRIDAY, MARCH 12, 2021, 5:00 P.M.
VIA WEBEX SOFTWARE**

PLANNING COMMISSION MEMBERS PRESENT: Elizabeth Shay-Chair, Eric Plaag-Vice Chair, Chris Behrend, John Tippet, Frank Veno, and Adam Zebzda

HISTORIC PRESERVATION COMMISSION MEMBERS PRESENT: Phoebe Pollitt

COMMUNITY APPEARANCE COMMISSION MEMBERS PRESENT: Sarah Davis Cagle, and Brian Williams

PLANNING STAFF PRESENT: Jane Shook-Director of Planning and Inspections, Christy Turner-Senior Planner, Brian Johnson-Urban Design Specialist, and Brenda Henson-Board Secretary

OTHER TOWN STAFF AND REPRESENTATIVES PRESENT: John Ward-Town Manager and Lane Moody-DBDA Director

Call to Order

Chair Shay called the special Planning Commission meeting, held via WebEx, to order at 5:01 p.m.

Public Comment

Ms. Shook stated that no one had signed up for public comment.

Downtown Planning Projects

Ms. Shook stated that Planning Commission members had only had a couple of weeks to look over the material and that was really not a sufficient amount of time for them to give an in depth, detailed response but asked if anyone had noticed any major concerns or fundamental issues with the material. Ms. Shook stated she had spoken with Commission Member Behrend and she gave an indication that she endorsed the concept but needed more time to conduct a more in depth review.

Commission Member Veno stated he was overwhelmingly impressed with the amount of work that went into these documents. He noted that he read the Historic Preservation handbook and it was scholarly in its scope was a very well researched project. Commission Member Veno state he had the biggest problem reading through the text changes because it was difficult to separate the blue from the red from the green and it started to get a little mind boggling, although he felt the projects needed to move forward. Commission Member Veno asked if Planning Commission had to make a recommendation tonight.

Vice Chair Plaag stated there was an enormous amount of content that had been provided to the Planning Commission. He noted that, on the Historic Preservation Commission side, there were really three documents, the survey report, the designation report, and a set of draft design guidelines. Vice Chair Plaag explained that the Secretary of Interior's standards would be used until the Town had designated the district and then design standards specific for that district would be developed. He stated that the survey report contained descriptions of the history and architecture of the buildings Downtown, including buildings outside the boundaries of the district that had been proposed. Vice Chair Plaag stated the survey report was a report that provided an inventory of the buildings and their history and that information would not be altered by any decisions that the Planning Commission made. He pointed out that there was an essay that appeared at the front of both the survey report and the designation report that gave an overview of Boone's history, some of the more significant properties, and what they represent, either historically or architecturally, in the development of Boone. Vice Chairman Plaag felt that was the part that Planning Commission members should read. He also suggested reading the recommendations pages in the designation report that contained information about why a property was proposed, the period of

significance involved, etc. Vice Chairman Plaa hoped these suggestions would help Commission members to feel less overwhelmed when sifting through the HPC documents. He felt the harder part was on the CAC side where changes would be made to the UDO.

Ms. Shook noted that two of the HPC documents had already been approved by Town Council and Planning Commission did not technically have to review and approve those. She noted that the district design guidelines were purely a draft waiting for public input. Ms. Shook suggested that it might be easier for Commission members to comprehend the UDO text if it was a clean copy of the proposed text instead of showing all of the mark throughs and changes. Ms. Shook noted that the Town was getting ready to revise the entire UDO due to State law changes and would go ahead and do the formatting changes they were planning to do under the B1 expansion project with each zoning district getting its own section. Ms. Shook felt she should be able to get the proposed clean text to Commission members to review by the end of next week.

Ms. Shook noted she would be updating Town Council at their meeting next week regarding this evening's Planning Commission. Chair Shay asked if there was a motion that they were supposed to be voting on today before Council met. Ms. Shook replied that Council met next week and this topic was on their agenda for an update. She noted that Council could make a decision to move forward with public input without a recommendation from the Planning Commission because they were not in the public hearing process yet.

Commission Member Tippet stated he was also very impressed with the amount of work that was involved. He noted that he had read all of the documents and was fascinated by the history of the buildings. Commission Member Tippet stated, overall, he supported the creation of the Downtown Core and the Interface district and the way that the UDO standards were structured. He noted that he had two or three questions about permitted uses and knew Commission Member Veno questions as well.

Commission Member Behrend stated she was very much impressed with the whole thing and really liked the whole project. She felt it was well thought through and looked really good. Commission Member Behrend stated she was curious as to how some of the details would affect property owners but, overall, her view was very positive.

Commission Member Zebzda stated he agreed with everyone else's sentiment and was supportive of the concept and the broad project but felt he needed a little bit more time to digest the material.

Chair Shay stated she found the overall structure sound and exciting and was supportive of the overall project.

Ms. Shook suggested the idea of going out to public input at the same time Planning Commission did a more thorough review.

Commission Member Veno stated he put a lot of weight on what the public thought and felt he would have a lot more confidence in going forward if he could hear more from the public.

Ms. Shook noted this was not like most cases that came before Planning Commission where an application was submitted, staff prepared a staff report, the case went to public hearing, Planning Commission made a recommendation, and Council voted on it. She stated, at this point, they were not to the public hearing process but were seeking Planning Commission's and public input ahead of the finalization of the proposed documents. Ms. Shook stated getting public comment during this unprecedented time would not be the typical meetings at Council Chambers where people could come in and look at maps and ask questions and hear a presentation. She stated that Council would be deciding what this public input would look like, noting it could be things such as hosting a web page that contained a narrative for the project's links to the maps and links to other documentation for people to review. Ms. Shook stated that, while some people might be satisfied with just looking online and reviewing content, others may want to speak with staff. She suggested working with the DBDA to make presentations at their meetings.

Mr. Ward encouraged the Planning Commission to go ahead and review the documents in parallel with public input because there was an item that had been placed on Council's agenda that could put some additional pressure on both the Historic District and the B1 expansion. He stated he had been able to obtain financing for the Howard Street project and there were several projects that had been waiting on that public investment that would then spur private investment, such as the Winkler project at the corner of Howard and Burrell Street, the gravel lot behind the barbecue restaurant, and the potential parking deck in conjunction with ASU on Howard Street. Mr. Ward stated he would like to keep the Downtown projects moving forward by getting public input and making sure that the Town ended up with proper development along that corridor.

Ms. Shook stated she would like to hear from the board chairs and staff on the topic of reviewing in parallel to see if they had any concerns.

CAC Chair Williams stated he was definitely for doing them in conjunction because the sooner the Downtown projects got rolling, the better. He felt that there would be time for the different Commission's, as well as Planning Commission, to hear and digest the public input prior to the public hearing process.

HPC Chair Plaag stated he was in agreement with CAC Chair Williams to move forward with all speed to collect public input while Planning Commission and the Town attorney reviewed the documents in detail. He stated that Mr. Ward's point only emphasized how important it was that they be timely with this project because there was constant pressure Downtown for new and often inappropriate development and he would like to save the Downtown sooner rather than later.

Ms. Shook stated she had proposed an aggressive time line and, while all of the dates may not be hit, she hoped they would not be too far off from them. She noted that, when Council met next week, if they agreed to move forward with public input she would be looking for them to specify how they would like to do that public input, whether it was scheduling virtual meetings where people could log in and ask questions or having one on one conversations with people. Ms. Shook stated they wanted to make sure that were being as transparent as possible with all of the property owners.

Chair Shay asked if there was anything else on their agenda for their meeting in 10 days. Ms. Shook replied that there was a pretty significant text amendment that she anticipated would take the majority of the time. She noted there was also another topic on the agenda that Council had assigned to the Planning Commission that would be more of an introduction to the issue.

Chair Shay stated she understood that it would be good for each Commission member to have reviewed the material before they heard from the public and stated she was willing to commit to finishing her review before they met in 10 days.

Ms. Shook stated there was at least one Commission member who really needed a clean copy of the proposed text to be able to do a review and she asked if there were others who would like a clean copy as well. All of the Planning Commission members indicated they would like a clean copy for review. Ms. Shook stated she would also get a copy to the chairs and vice chairs of CAC and HPC and noted this would be a digital copy.

Ms. Shook then asked if anyone had any mapping concerns.

Commission Member Veno stated he tried to access the maps on the GIS viewer but he could not get them to work. Vice Chair Plaag asked Ms. Shook if she could email out the PDF's individually to Planning Commission members. Ms. Shook replied that she would send them out in a group of emails. Vice Chair Plaag felt that would give everybody an opportunity to individually download them.

Commission Member Veno stated he was kind of confused about the standalone articles for the districts. Ms. Shook explained that the UDO would be revised so that each zoning district would have its own section so everything related to that zoning district would be in one location.

Commission Member Tippettt referenced the removal of “and shall apply to all development other than single family dwellings along the thoroughfare” from the Corridor District requirements and asked about the anticipated impacts to single family dwellings. Ms. Shook replied that single family dwellings were exempt from Corridor District requirements.

Commission Member Tippettt noted that the proposed text did not allow hotels Downtown and asked how that would impact the Horton Hotel. Ms. Shook replied that there had been conversation in the past about whether or not there needed to be different classifications of hotels noting there was concern that people would take out existing buildings to build larger hotels. She stated the idea was that perhaps they needed something like a boutique hotel which would be a smaller hotel, a regular hotel and a long-term stay hotel classification. So the idea wasn’t to exclude hotels but to expand the hotel section prior to adoption. A brief discussion occurred on uses made non-conforming because of the changes.

Commission Member Tippettt noted that a produce stand was not allowed in either of the two B1 districts but an open air market as an accessory use was allowed in both with limitations and asked for some clarification. Ms. Shook replied that Commission Member Tippettt brought up a good point and, while these were these exact same uses that were currently in the UDO, she would have to look into that situation. Commission Member Tippettt stated it might be something that just needed a clear definition. Ms. Shook stated that Planning staff experienced struggles with itinerant merchant type uses and felt this could be an opportunity to address some of the issues they had with itinerant merchants.

Vice Chair Plaag referred to the 25’ minimum lot width in the B2 Core and stated there were two buildings that he could think of that did not meet that requirement. He asked what kind of change would trigger a property owner to have to conform to this requirement when previously it was not conforming. Ms. Shook replied that there were standards that had to be met to bring a development into compliance and those standards were structured in a tier format. She stated that the standards in tiers one, two, and three were required to the extent practical and the standards in tier four were required unless it was impossible to accomplish. Ms. Shook explained that, in all tiers, adding land to a development, especially Downtown, was not only impractical, but would be considered impossible. New construction projects would have to meet the requirements of the UDO for the particular use they wanted to build. Vice Chair Plaag stated he did not want to see a property owner who, for example, might be gutting the interior of a building or there has been a fire and the interior of a building has been completely destroyed, find that they cannot rebuild because they cannot meet UDO requirements. Ms. Shook replied that there should not be any issues with that. She stated that every time the Ordinance was amended and standards were changed, a nonconformity was created somewhere and that scenario would likely create a nonconformity for that for that particular property.

Vice Chair Plaag noted that the HPC and CAC had discussed the problem of rooftop additions and asked if that language had been revised. Ms. Shook replied that the language had not been revised. Vice Chair Plaag asked Ms. Shook if she got the guidance he sent from the State Historic Preservation Office. Ms. Shook stated that she did receive the email. Vice Chair Plaag felt it might be useful to share that guidance from the National Park Service on what the appropriate way of doing rooftop additions was in historic districts since it could have some role in shaping what ordinance the Town adopts.

CAC Chair Williams stated he did not recall seeing that email but would love to have a look at it. Ms. Shook noted that the topic of rooftop additions scheduled to be discussed at the next CAC meeting. Vice Chair Plaag asked if it would be okay to share the NPS information with Planning Commission members so they could ponder the NPS’s guidance in relationship to what the Town was considering for the UDO. Ms. Shook replied that she did not mind Vice Chair Plaag sharing the information but expressed concern

Planning Commission members could get overwhelmed with information. She stated that the Ordinance currently allowed rooftop decks and noted that the Town Manager had indicated he received a lot of comments regarding the desire for rooftop amenities. Ms. Shook felt this would be a topic of much discussion and asked that Planning Commission members read carefully through the NPS guidance. She stated she would send it out and tell everyone where in the Ordinance rooftop amenities were currently allowed so they could see the existing language.

Commission Member Behrend stated she was feeling pretty good about the information she had gone through so far.

Commission Member Zebzda stated he did not have any specific questions at this time but, like Commission Member Behrend, was good with the information so far.

Chair Shay stated she would like to hold off on any questions until she did more thoughtful read with the clean copy.

Ms. Shook stated she would try to get a clean copy of the text out by Thursday afternoon or Friday morning. However, she did not think that would be enough time for Planning Commission to actually have any kind of meaningful discussion at the March 22 Planning Commission meeting. Ms. Shook stated she thought the March 22 meeting would be full between talking about a proposed text amendment and the introduction of a new topic that Town Council would like for Planning Commission to work on.

Ms. Shook stated it was not often that Planning Commission had the opportunity to work on what she felt was an exciting planning project and she was not averse to having additional meetings to work on the Downtown projects. She asked Planning Commission members to be thinking about the possibility of scheduling some special meetings in addition to their regular meetings.

Commission Member Veno stated he was willing to attend special meetings.

Chair Shay stated she had heard general expressions of support for the concept and the work along with a desire to get deeper into the details while taking into account any public input. She asked Ms. Shook if a resolution of general support was useful or appropriate to report back to Town Council at this time. Ms. Shook replied that she would report to Council that the Planning Commission expressed a general support for the concepts for both projects and wished to continue doing a more thorough review while, at the same time, beginning the public input process.

Ms. Shook provided a recap of this evenings meeting. She stated she would report back to Council that there was a consensus for support for the project overall and there was consensus for Planning Commission to continue their review in concurrence with public input. Ms. Shook stated she would send clean copies of the revised UDO text to everyone by next Friday and everyone would be emailed PDF's of the maps as well as the National Parks Service guidance on rooftop additions.

Adjournment

Vice Chair Plaag made a motion to adjourn the meeting at 6:19 p.m. The motion was seconded by Commission Member Tippet.

Vote: Aye – All
Nay – None
The motion passed.

Elizabeth Shay, Planning Commission Chair

Brenda Henson, Board Secretary

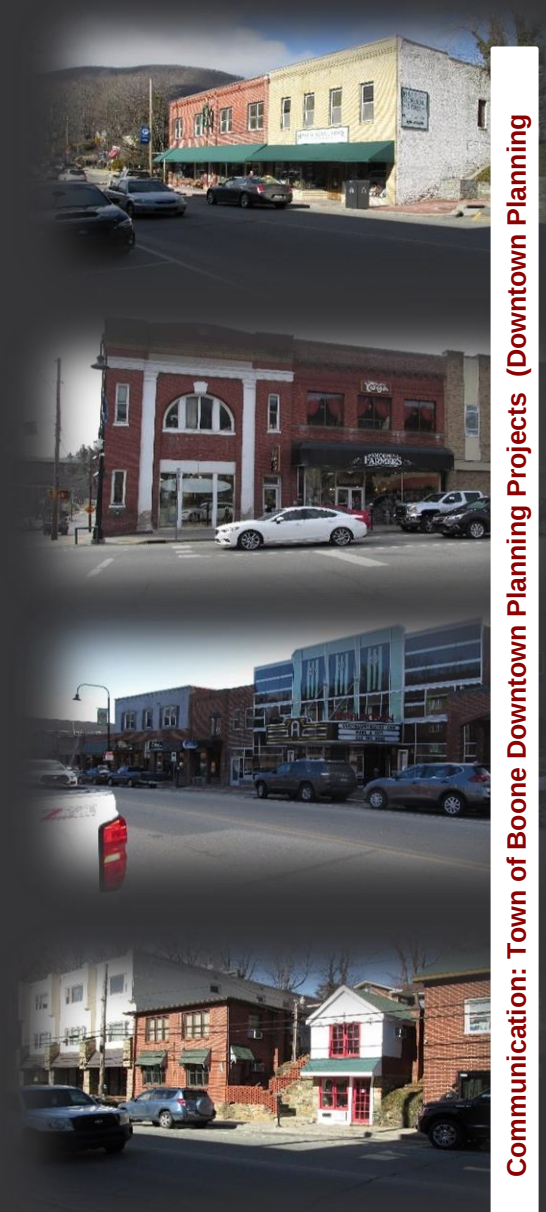


Town of Boone Downtown Planning Projects B1 Expansion & Downtown Boone Local Historic District

Date: February 22, 2021

Initial Presentation to Planning Commission

Presentation materials prepared by Town of Boone Planning & Inspections Department with mapping assistance by Town GIS



Communication: Town of Boone Downtown Planning Projects (Downtown Planning

Presentation Outline of Concurrent Projects

B1 Expansion

- Summary
- History – Timeline
- UDO Text Amendment Summary
- Mapping

Downtown Boone Local Historic District

- Summary
- History- Timeline
- Architectural Survey of Downtown Boone Summary
- Designation Report Summary
- Design Guidelines Summary
- Mapping

Downtown Boone Local Historic District Overlay together with B1 Expansion Proposed Zoning

Comprehensive Plan Relation to Downtown Planning Projects

Presentation Tools

Next Steps

Link to Documents:

https://gisviewer.townofboone.net/webdocs/CAC_HPC_WorkProducts/

1. Map 1- Downtown District Boundary Area
2. Map 2- Downtown District Boundary Area – Existing Zoning
3. Map 3- Proposed B1 Downtown Interface Zoning District
4. Map 4- Proposed B1 Downtown Core Zoning District
5. Map 5- Proposed Downtown Boone District Overall Proposed Zoning
6. Map 6- Proposed Downtown Boone Local Historic District Overlay – Existing Zoning
7. Map 7- Proposed Downtown Boone Local Historic District Overlay with B1 Expansion Proposed Zoning
8. Draft Revisions to UDO
9. Comprehensive Survey of Downtown Boone, NC
10. Report and Recommendation for the Designation of the Downtown Boone Local Historic District
11. Draft Downtown Boone Design Guideline and Handbook

B1 Expansion

Case PLO3370-112019, Draft as of November 3, 2020

New text in UDO is marked. Existing text to be deleted. Narrative is marked in red. Changes from one draft to the next are marked in blue. References that need no action are marked in green. Items that need work are marked in red.

Note: Draft has been prepared for you to go through the draft this to work, UDO Article 14-59 would be adopted.

Article 7 Nonconforming

7.05 Nonconforming

7.05.01 Alteration of

A. Subject to as no new

7.05.02 Development

A. Cost of the costs together repair the

B. All new required

of God, the condition Hazard A six (6) months date the to such a than fifty

C. Compliance shall be

in accordance with the procedures following

Case PLO3370-112019, Draft as of November 3, 2020

Article 26 B1 Downtown Core

26.01 Purpose: The B1

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B. B1 Downtown I

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Downtown Core

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26.02 Relationship to Other

A. Where there is a

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Historic Landmark

B. The B1 Downtown

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information during

the proposed dev

26.03 Intent: When Staff is

of this Section, the

determination by app

with the procedures.

Case PLO3370-112019, Draft as of November 3, 2020

26.04 Allowable Uses.

The Tables below

26.04.01 Table of Principles

Note: Reference numbers w

prior to sending the case out

Use #

1.01 Single-Family Dwelling

1.02 Manufactured Home - Cha

1.03 Manufactured Home - Cha

1.04 Manufactured Home - Cha

1.05 Manufactured Home - Cha

1.06 Duplex (one duplex build

1.07 Duplex (more than one d

1.08 Townhouse (up to 30 bed

1.09 Townhouse (31-100 beds

1.10 Multi-Family Dwelling (up

1.11 Multi-Family Dwelling (31

1.12 Multi-Family Dwelling (31

1.13 Multi-Family Dwelling (31

1.14 Multi-Family Dwelling (31

1.15 Multi-Family Dwelling (31

1.16 Multi-Family Dwelling (31

1.17 Family Care Home

1.18 Family Care Institutions

1.19 Halfway House, Category

1.20 Halfway House, Category

1.21 Nursing Care Home

1.22 Nursing Care Institution

1.23 United Nations Facility

1.24 Retirement Community, C

1.25 Retirement Community, C

1.26 Fraternity or Sorority Hou

1.27 Boarding House

1.28 Home for Survivors of Dis

1.29 Shelter for Homeless, Cat

1.30 Shelter for Homeless, Cat

1.31 Bed and Breakfast, Categ

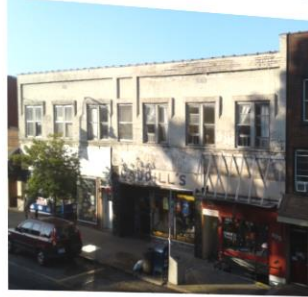
1.32 Bed and Breakfast, Categ

1.33 Vacation Rental

Case PLO3370-112019, Draft as of November 3, 2020

26.05 26.06.01 Desired Downtown Design

26.05.01 West King Street Identified Features: Original brick materials, brick detailing and copings, fenestration percentages.

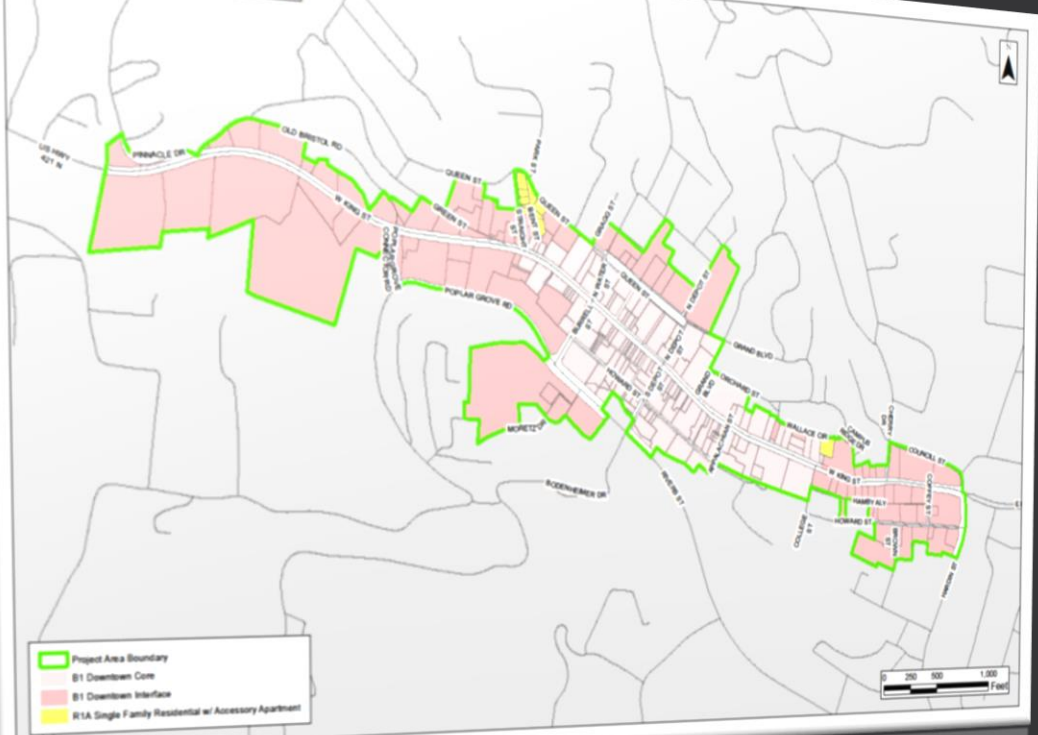


507 West King Street Identified Features: Original brick materials, brick detailing and copings, fenestration percentages, transoms over door.



Page 36 of 75

Project Area Proposed Zoning



B1 Expansion Summary

- Replaces and expands the current B1 Central Business Zoning District;
- Creation of new zoning districts: B-1 Downtown Core & B1 Downtown Interface
- Proposed B-1 Downtown UDO Standards -creates new standards for both new B1 districts
- Reworks the entire UDO – provides a separate Article for each zoning district
- Entire work product involves both a UDO Text and a Zoning Map Amendment where approximately 254 parcels in the downtown area are rezoned.

B1 Expansion History - Timeline

Date	Event Description
07-2010	Council authorized the CAC to work on Community Appearance Standards.
08-2010	In August 2010, the CAC recommended separate downtown design standards.
1-27-2011	Joint meeting with CAC & HPC first joint meeting to discuss downtown design standards.
1-26-2012	Joint meeting with CAC & HPC for discussion on HPC's draft design guidelines for a historic district and the CAC's work product related to UDO downtown design standards
8-14-2013	Joint meeting with CAC & HPC for discussion on HPC's draft design guidelines for a historic district and the CAC's work product related to UDO downtown design standards
11-10-2015	Joint meeting with CAC & TC for discussion on CAC's work product related to UDO downtown design standards
11-19-2015	TC approved UDO text amendment to provide specific standards for the B-1 Central Business District. This amendment was a measure to ensure appropriate materials for the B-1 Central Business District are utilized while the final recommendations of the CAC's work product related to design standards were completed.
12-2015/ 2-2016	CAC created a survey which was sent out to the MSD/community asking questions about B1 Design Standards.
10-11-2016	The CAC met with Council to present the idea of creating two new zoning districts to replace and expand the B1 Central Business district. This concept was approved.
12-12-2017	Joint meeting with TC, CAC, & HPC to discuss the boundaries of the project area for the CAC's discussion on their work product related to UDO downtown design standards.

B1 Expansion History - Timeline

Date	Event Description
03-20-2018	Joint meeting with TC, CAC, & HPC to discuss downtown related planning projects. Council authorized a “stop-gap” text amendment until the final UDO design standards could be completed.
04-26-2018	Council approved UDO text amendment to create Article 18 Central Business District Standards. This text was created to be a “stop-gap” until the final design standards could be completed. Standards based on the Secretary of Interior’s Guidelines for Rehabilitation.
9-30-2020	Joint meeting with TC, CAC & HPC to present work products. State Historic Preservation Office representatives attended. Staff authorized to meet with CAC & HPC Chairs to discuss potential map changes or other text changes that may be necessary to bring the documents in alignment. Council authorized HPC’s district designation report and directed Town Attorney to begin review.
10-27-2020	Joint meeting with TC, CAC & HPC to review work products. Consensus to move forward with work products from all boards provided that Council authorized Staff to work with Committee Chairs on the following: Boundaries -should they be changed, final recommendations taking into account concerns from all parties; Content - review and identify any easily resolved issues and note any issues that need further conversations; Discuss what fall under the purview of the historic district regulations and what is under purview of the underlying zoning district; Come up with a proposal for next steps
11-03-2020	Planning Staff and Town Manager met with Committee Chairs to discuss items in the preceding line. Made recommendations to Council.
11-19-2020	Revisions to proposed zoning map and text amendment for the CAC work product suggested by Committee Chairs was approved by Town Council.
11-24-2020	CAC also approved the revisions to proposed zoning map and text amendment suggested by Committee Chairs.

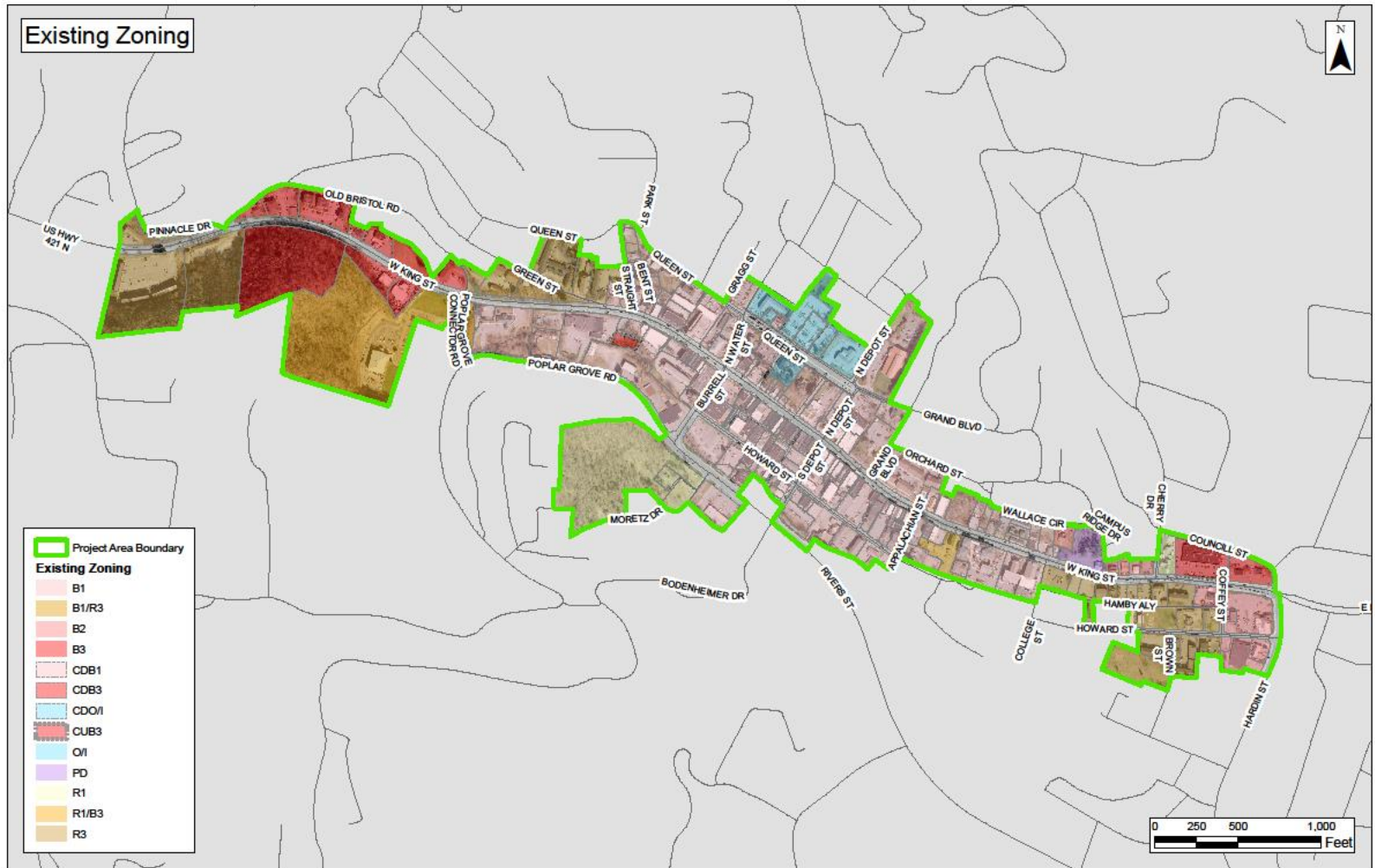
B1 Expansion-UDO Text Amendment Summary

- Draft has been prepared as if each zoning district has its own standalone article. As you go through the draft you will see notes on what the final product would look like. For this to work, UDO Articles 14-34 and Appendix B would have to be repealed and new Articles 14-59 would be adopted.
 - Creates the B1 Downtown Core (B1-DC) and the B1 Downtown Interface (B1-DI) zoning districts. These district encompass the Town of Boone's downtown area and represent, in large measure, the last vestiges of the Town's original character. Regulations in these districts are intended to preserve and maintain a small town, high country atmosphere. Preservation and adaptive reuse of existing historic buildings is encouraged and new construction shall be appropriately scaled to be sympathetic to the existing built environment. Design and regulatory standards for these districts reinforce the character of the downtown as a pedestrian friendly area by encouraging architectural solutions that are visually interesting, and are compatible in scale and character to the surrounding area. To help accomplish this, the area is divided into the two (2) districts, each with its own character and scale which contribute to the overall vitality of the downtown area
1. **B1 Downtown Core District:** The Downtown Core District is the center of the downtown area and contains the greatest concentration of historic commercial buildings. This district establishes a continuous building facade at the street frontage to strengthen the identity of downtown as a pedestrian destination where pedestrians feel comfortable through the careful selection of building materials, human scale design, and ground floor fenestration. Standards in this district reinforce the historic nature of the existing built environment through regulation of appearance, height, scale and mass.
 2. **B1 Downtown Interface District:** The Downtown Interface District serves as a gateway into the downtown area and as the transition between the B1 Downtown Core District and adjacent zoning districts. Development in this district must be sensitive to issues of compatibility with the Downtown Core District as well as surrounding zoning districts, many which are low-density residential.
- Creates unique design standards for B1 Downtown Core and B1 Downtown Interface

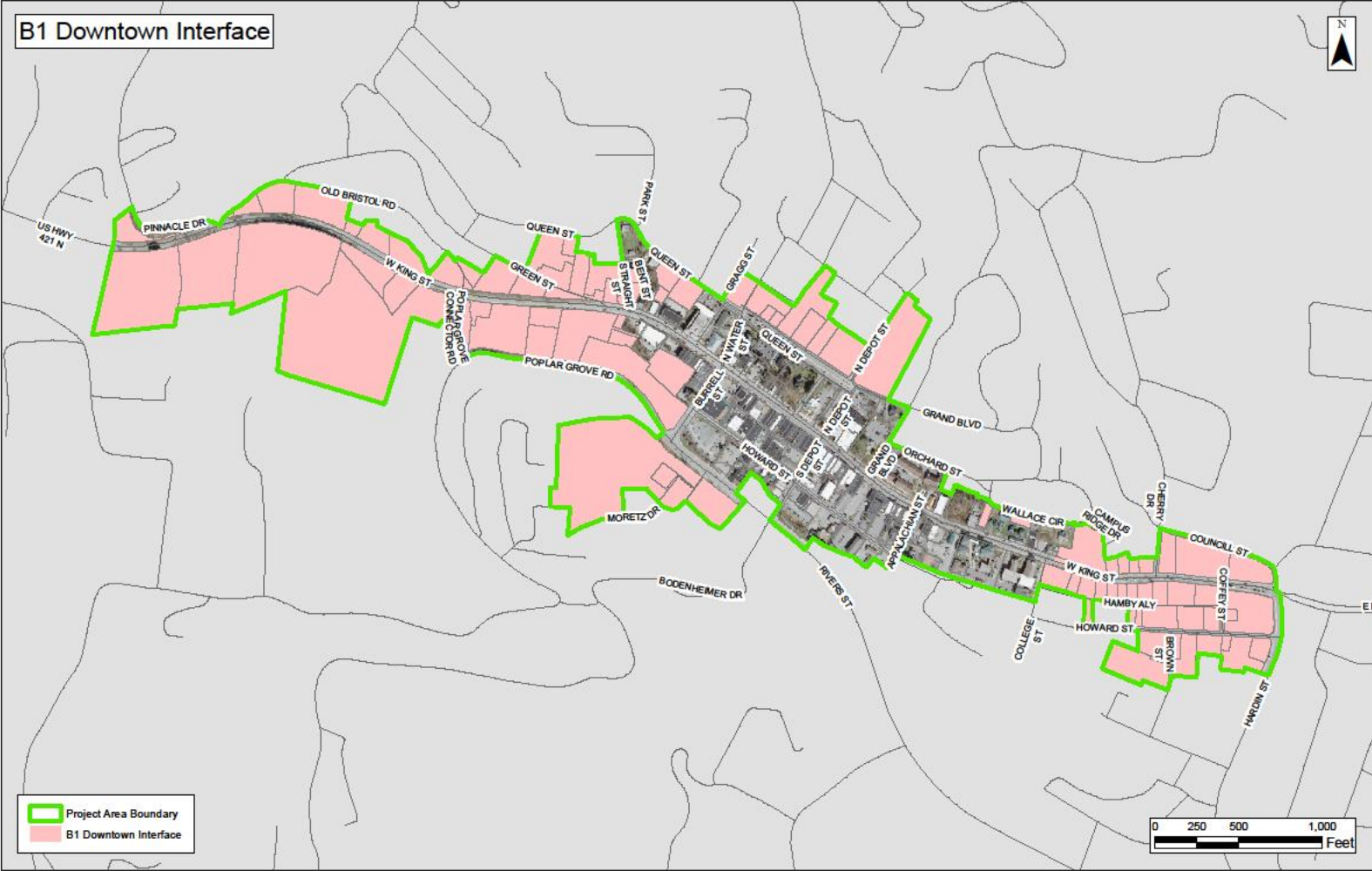
B1 Expansion - Project Area



B1 Expansion - Existing Zoning



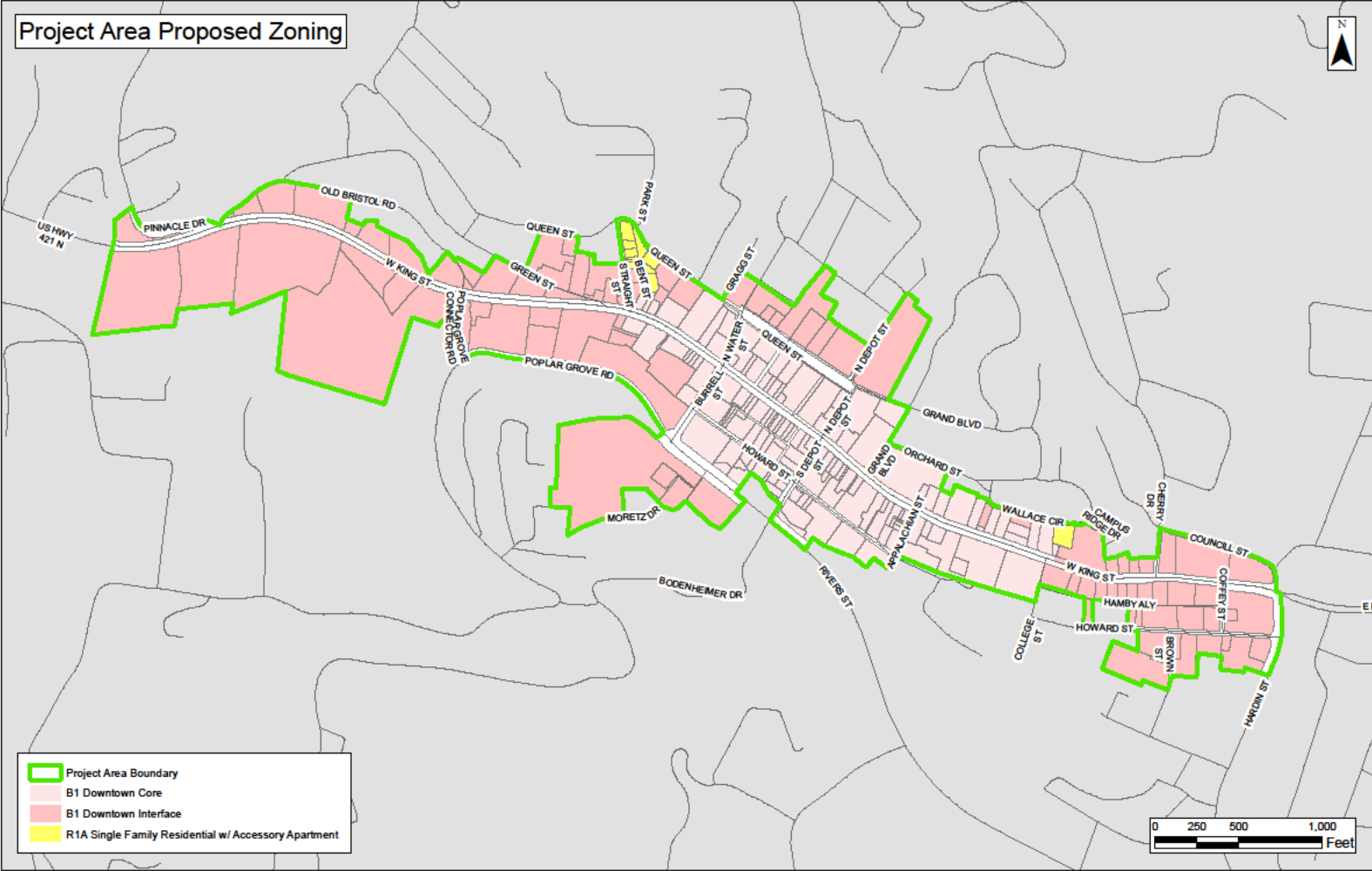
B1 Expansion – Proposed B1 Downtown Interface Zoning District



B1 Expansion – Proposed B1 Downtown Core Zoning District



B1 Expansion – Proposed Zoning of Entire Project Area





**Comprehensive Architectural Survey of
Downtown Boone, North Carolina
FINAL REPORT**

Dr. Eric W. Plaag

With Contributions from

Paul Fuller
Nicole Holladay
Carson Hamilton

February 2021

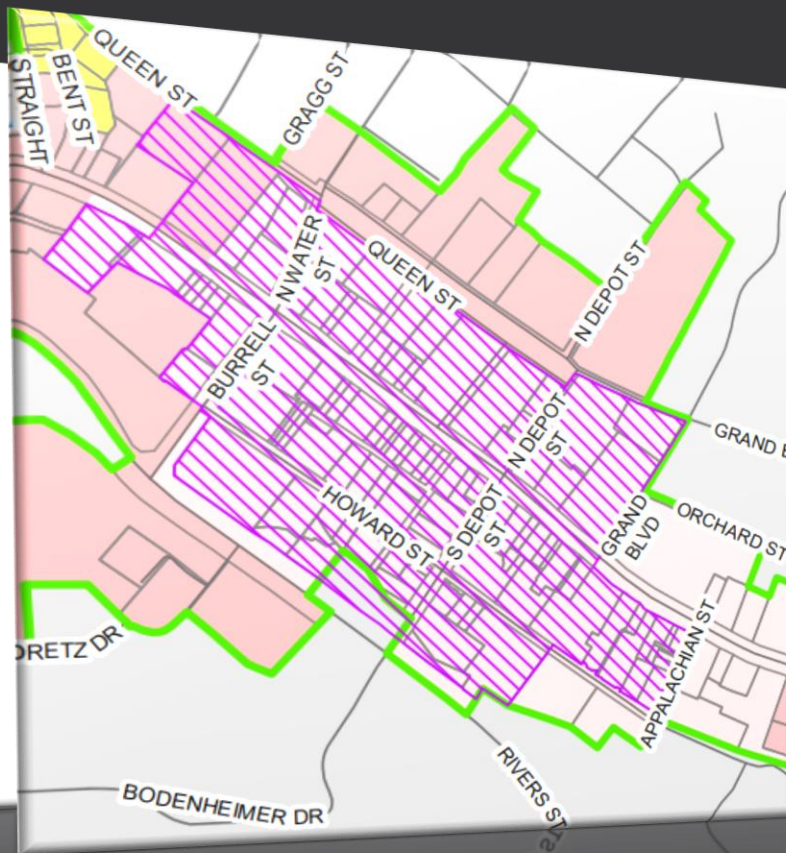
**REPORT AND RECOMMENDATION
FOR THE
DESIGNATION OF THE
DOWNTOWN BOONE LOCAL HISTORIC DISTRICT
BOONE, NORTH CAROLINA**

DRAFT VERSION, February 2021

Prepared by Dr. Eric W. Plaag

Adopted by the Boone Historic Preservation Commission

August 11, 2020



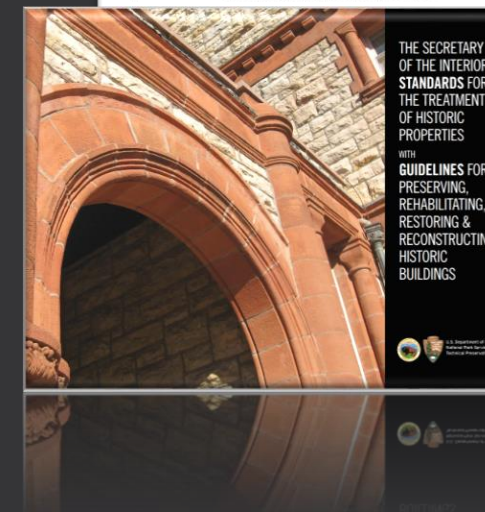
**Downtown Boone
Local Historic District
Design Guidelines
And Handbook**



Looking North
The Town of Boone circa 1939, from the hill near the H. L. Clay House looking
northeast. Photo courtesy of Jones House Collection, Digital Watauga Project.

Town of Boone Historic Preservation Commission

DRAFT, Final Draft January 7, 2020



Downtown Boone Local Historic District

Summary-Downtown Boone Local Historic District

- Goal: creation of a Downtown Boone Local Historic District overlay
- Overlay districts are those which overlap one or more general use districts and contain standards in addition to the general use district zoning standards. Where requirements conflict, Overlay district standards supersede general use district standards.
- 2 documents required for creation: Comprehensive Architectural Survey of Downtown Boone, NC and Report and Recommendation for the Designation of the Downtown Boone Local Historic District, Boone, NC
- Entire work product involves both a UDO Text and a Zoning Map Amendment where approximately 122 parcels in the downtown area are impacted by the application of the zoning overlay
- Development within the project will be subject to minor and major COA process
- Secretary of Interior Design Standards for Rehabilitation & Downtown Boone Local Historic District Design Guidelines and Handbook

Summary Downtown Boone Local Historic District Timeline

Date	Event Description
1-27-2011	Joint meeting with CAC & HPC first joint meeting to discuss downtown design standards.
1-26-2012	Joint meeting with CAC & HPC for discussion on HPC's draft design guidelines for a historic district and the CAC's work product related to UDO downtown design standards
8-14-2013	Joint meeting with CAC & HPC for discussion on HPC's draft design guidelines for a historic district and the CAC's work product related to UDO downtown design standards
2015	The Historic Preservation Commission (HPC) was authorized by Council to undertake a historic survey of the Municipal Service District (MSD), along with 4 additional properties outside of the MSD.
9-23-2015	HPC hosted a community outreach at the Watauga County Library regarding the Historic Resources Survey of Downtown Boone. Property owners and business owners within the MSD were invited. Representatives from State Historic Preservation Commission Office were present.
12-12-2017	Joint meeting with TC, CAC, & HPC to discuss the boundaries of the project area for the CAC's discussion on their work product related to UDO downtown design standards.
03-20-2018	Joint meeting with TC, CAC, & HPC to discuss downtown related planning projects. Council authorized a "stop-gap" text amendment until the final UDO design standards could be completed.
08-11-2019	Final Report, Comprehensive Architectural Survey of Downtown Boone, North Carolina was completed and approved by the HPC.

Summary Downtown Boone Local Historic District Timeline

Date	Event Description
09/17/2019	Town Council authorized HPC send the Final Report, Comprehensive Architectural Survey of Downtown Boone, North Carolina with proposed Downtown Historic District boundary map to the NC State Historic Preservation Office (SHPO) for advisory review. Authorization was also given to HPC to undertake the next step in preparing a “district designation report” with the understanding that the HPC would report back to Council with specifics on the boundaries of the district before submitting district designation report to SHPO.
12/29/2019	Final Report, Comprehensive Architectural Survey of Downtown Boone, North Carolina was completed and sent to SHPO for advisory review.
01/07/2020	Downtown Boone Local Historic District Design Guidelines and Handbook approved by HPC.
02/11/2020	Final version of the district designation report “Report and Recommendation for the Designation of the Downtown Boone Local Historic District, Boone, North Carolina” expected to be reviewed and approved by the HPC.
9-30-2020	Joint meeting with TC, CAC & HPC to present work products. State Historic Preservation Office representatives attended. Staff authorized to meet with CAC & HPC Chairs to discuss potential map changes or other text changes that may be necessary to bring the documents in alignment. Council authorized HPC’s district designation report and directed Town Attorney to begin review.

Summary Downtown Boone Local Historic District Timeline

Date	Event Description
10-27-2020	Joint meeting with TC, CAC & HPC to review work products. Town Council approved “Report and Recommendation for the Designation of the Downtown Boone Local Historic District, Boone, North Carolina’ and approved it being sent to SHPO for review. Consensus to move forward with work products from all boards provided that Council authorized Staff to work with Committee Chairs on the following: Boundaries -should they be changed, final recommendations taking into account concerns from all parties; Content - review and identify any easily resolved issues and note any issues that need further conversations; Discuss what fall under the purview of the historic district regulations and what is under purview of the underlying zoning district; Come up with a proposal for next steps
11-03-2020	Planning Staff and Town Manager met with Committee Chairs to discuss items in the preceding line. Made recommendations to Council.
11-19-2020	Revisions to proposed zoning map and text amendment for the CAC work product suggested by Committee Chairs was approved by Town Council.
02/09/2021	HPC approved revision to “Final Report, Comprehensive Architectural Survey of Downtown Boone, North Carolina “ & “Report and Recommendation for the Designation of the Downtown Boone Local Historic District, Boone, North Carolina” for typographical errors and update Oscar and Suma Hardin House demolition.
Currently	Staff working with SHPO on submittal of & “Report and Recommendation for the Designation of the Downtown Boone Local Historic District, Boone, North Carolina”

Summary- Architectural Survey of Downtown Boone

Comprehensive Architectural Survey of Downtown Boone, North Carolina

- Comprehensive research of 127 survey eligible properties in the MSD and 4 properties lying just outside the MSD. Research details the architectural and historical significance of each property and illustrates the many factors that influenced the development of Boone's historic downtown area between 1890 and 1970.
- Used to identify properties eligible for inclusion in potential historic district

Summary-Designation Report

Report and Recommendation for the Designation of the Downtown Boone Local Historic District, Boone, North Carolina

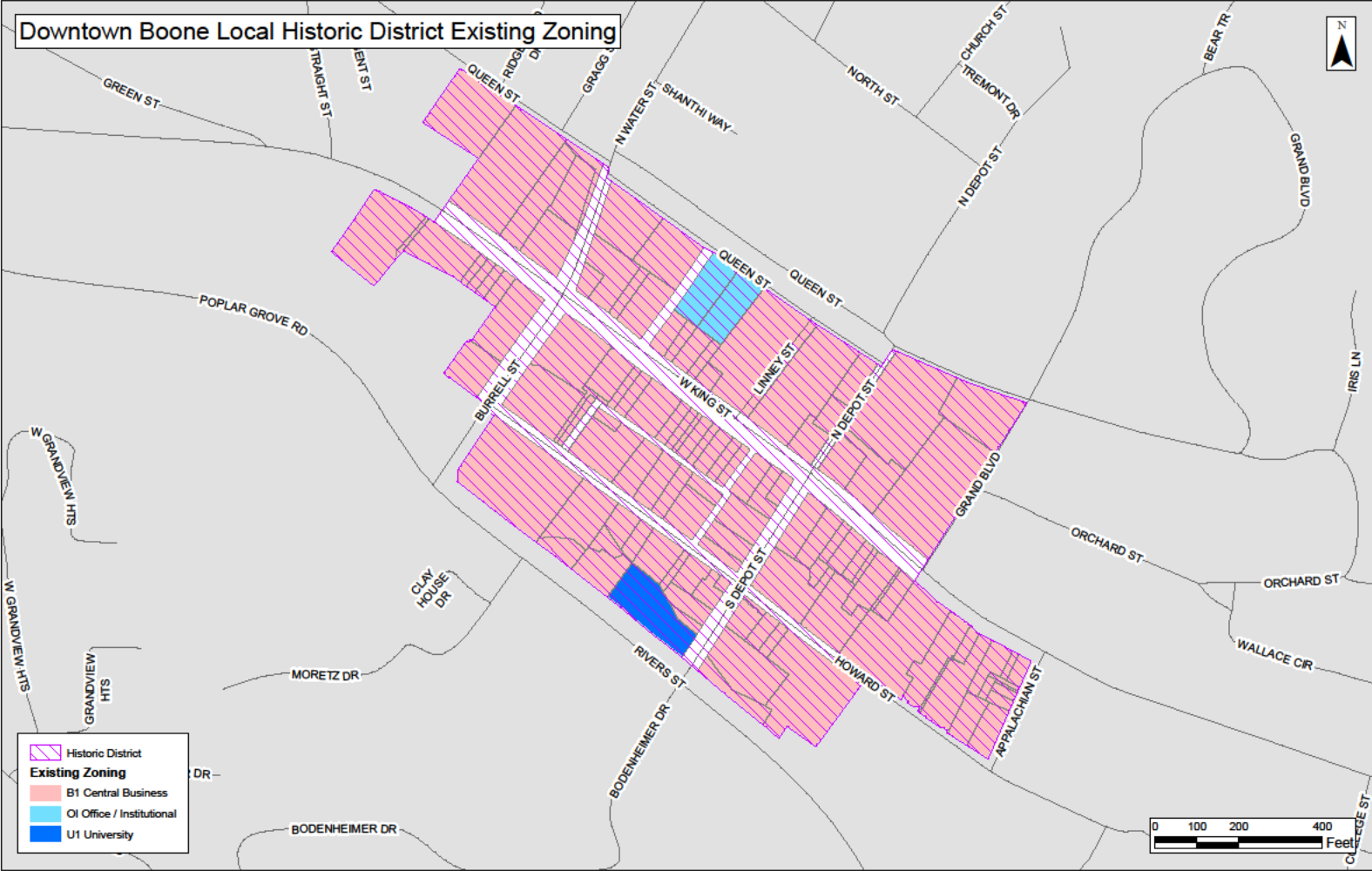
- History of the Comprehensive Architectural Survey, period of significance for district ranges from 1918-1964, recommendation for a local historic district, 2016 Comprehensive Plan Update Consistency, brief description of each property within the proposed district.

Summary-Design Guidelines

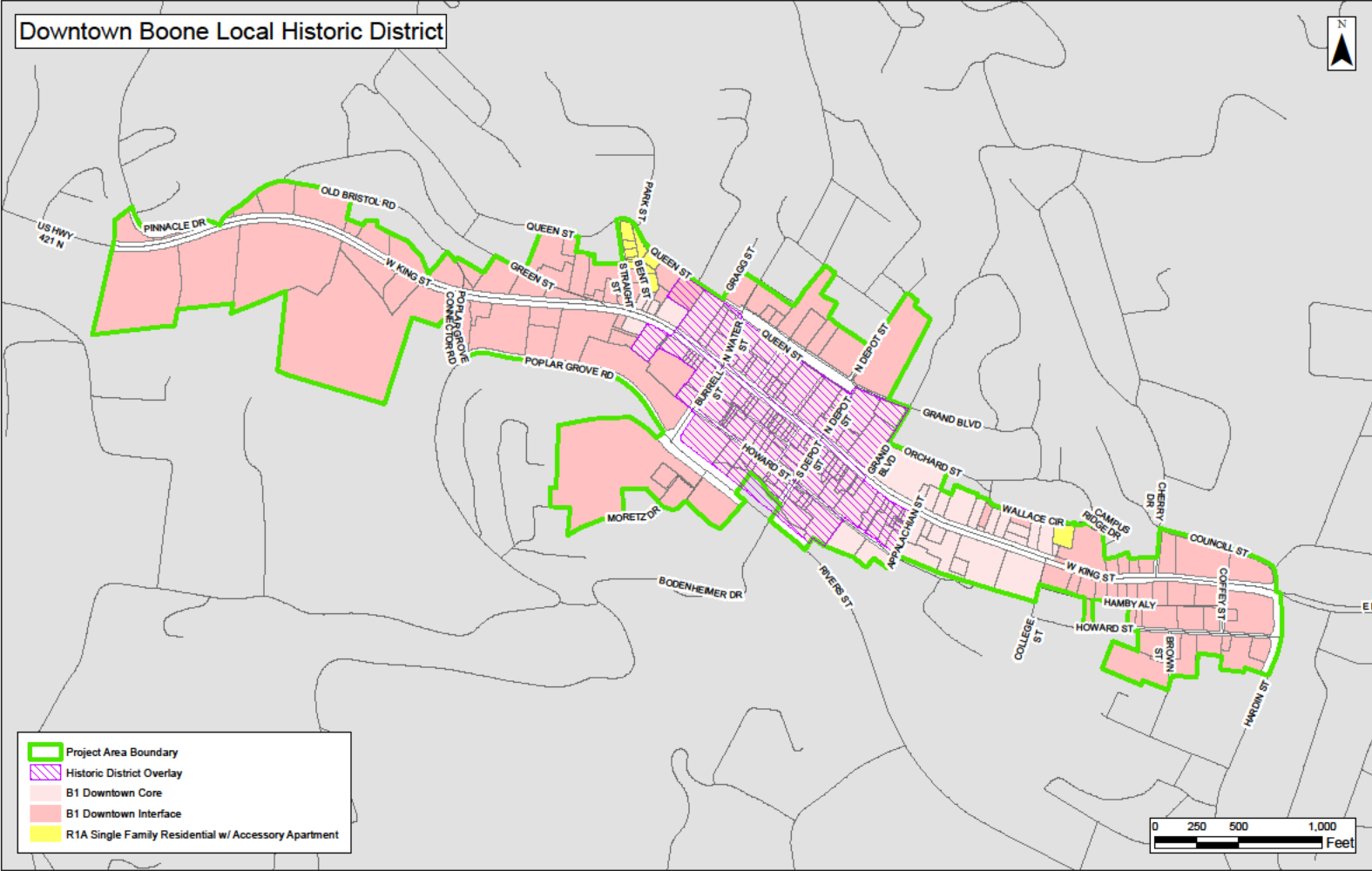
Downtown Boone Local Historic District Design Guidelines and Handbook- DRAFT FOR GUIDANCE

- Historic Preservation in Boone, Why Preservation Matters, Historic Districts, Legal Overview of Historic Preservation Legislation, Historical Influence of Boone's Architecture, Commission Procedures, Design Guidelines for Residential Properties within the District, Design Guidelines for Commercial Property within the District, Design Guidelines for Historic Streetscapes, Landscapes, Monuments, and Other Resources in the District, Guidelines for Relocation and Demolition, Bibliography, Glossary of Architectural Terms, Appendices.
- Drafted to provide starting point in conversation about district guidelines
- Must make decision on adoption- with or after Historic District Designation

Downtown Boone Local Historic District Overlay with Existing Zoning



Downtown Boone Local Historic District Overlay together with B1 Expansion Proposed Zoning



Relation of Downtown Planning Projects to Comprehensive Plan

2.1 THE ECONOMY

2.1.1 Economic Development

A. The Town shall protect and enhance a high quality of life, image, cultural amenities, and natural beauty as the most effective, long term component of an economic development strategy.

D. Economic development efforts shall encourage the revitalization and reuse of currently unused or underutilized structures, sites and infrastructure in appropriately located areas.

2.1.4 Downtown

A. A compatible design character for the downtown area, drawing upon the locality's original High Country small town features, shall be identified, reinforced and supported to put forth a quality image and sense of place.

C. A variety of mutually compatible and supportive mixed uses shall be encouraged in the downtown area.

F. The maintenance and revitalization of downtown Boone, as well as planning for its future development, will reflect the realities and qualities befitting its geographical setting and function as a center of (1) commercial and service activities, (2) educational and cultural activities, events and (3) public services.

Relation of Downtown Planning Projects to Comprehensive Plan

2.3 THE COMMUNITY

2.3.2 Community Character

- A. The identification, restoration and active use of structures, buildings, monuments, and neighborhoods of historic or architectural significance shall be encouraged as a means of enhancing their economic and cultural value to the planning area.
- B. Multiple and appropriate adaptive reuse of historic resources shall be encouraged.
- C. Wise development of the tourism potential of the area's architectural, historic, scenic and natural resources shall be encouraged.
- D. The destruction of significant architectural, historic, scenic, natural and archaeological resources in the planning area shall be discouraged.
- E. New development, redevelopment and rehabilitation of structures and sites shall occur in a manner which is consistent with the neighborhood and architectural context of the immediate area, and supportive, whenever possible, of Boone's original community character as a High Country small town.

Relation of Downtown Planning Projects to Comprehensive Plan

2.3.2 Public Involvement

- A. Public involvement shall be encouraged in decisions concerning land use and development by making the public aware of proposed developments at the earliest opportunity, as well as fostering communication among developers, the Town, the County, the University, and the general public.
- B. Neighborhood and special area planning shall be encouraged to foster public involvement in the production of closely tailored, action oriented special area plans and programs.
- D. Special committees, advisory panels, educational forums, public workshops, leadership seminars, town meetings and media contacts shall be encouraged and fostered to enhance the effectiveness of citizen involvement in community planning and action.

Presentation Tools

- Presentation of Story Map.

<https://arcg.is/1Hua8r>

- Creation of Other Presentation Tools

NOTE: The story maps are being finalized as Staff reviews the data to ensure accuracy. Completed work products expected prior to public input meeting(s) publication.

Next Steps

Future Meeting Dates

Council approved schedule:

- February 12, 2021: Presentation to TC at Planning Retreat
- Digital packages: ArcGIS Story Map
- February 22, 2021: Present to PC at regularly scheduled meeting; invite schedule public input meetings at this time
- March 2021: Schedule special Planning Commission meeting so that PC can give initial comments to Planning Staff – invite HPC & CAC Committee Chairs & Vice-Chairs
- March/April 2021: Public input meeting(s); date TBD
- March/April 2021: Joint Meeting with TC, CAC, HPC, and PC to go over public input and make changes
- Schedule Special Public Hearing on UDO text amendments and zoning map amendments, final approval of any of the Downtown Boone Local Historic District documents
- Council vote on projects on regularly scheduled meeting or special called meeting (attempt to utilize already scheduled meetings)