

**BOONE TOWN COUNCIL MEETING and
PLANNING RETREAT
Thursday, May 23, 2019**

Town Council members in attendance: Mayor Rennie Brantz, Mayor Pro Tem Loretta Clawson, Connie Ulmer (arrived at 9:11 a.m.), Sam Furguele, Marshall Ashcraft, and Lynne Mason

Planning & Inspections Staff in attendance: Jane Shook, Marty Little, and Brenda Henson

Other Town Staff in attendance: John Ward-Town Manager, Lane Weiss-DBDA Director

Others in attendance: Allison Meade-Town Attorney

Call to Order

Mayor Brantz called the Town Council meeting to order at 9:03 a.m.

CONSIDERATION OF COUNCIL MATTERS

Outside Agency Funding Applications (For Action)

Council Member Furguele stated that the Outside Agency Funding Committee has received two late applications. He noted that one of the applications was from an agency that was not funded last year. Council Member Furguele stated all of the agencies that applied on time were funded last year. He explained that the two applications that were received late this year had experienced changes in their executive directors. The late applications were from the Community Care Clinic and the Watauga County Rescue Squad. Council Member Furguele stated that the Community Care Clinic had a very low reserve and he felt that \$25,000 from the Town would be a large part of that agency's budget. He stated that the Rescue Squad's application came in before the Community Care Clinic's. Council Member Furguele noted that 3 of the 4 members present at the Outside Agency Funding Committee meeting recommended these late applications be considered.

Council Member Mason asked what type of notice was given so that agencies would be aware of the application deadline. Mr. Ward replied that it was published in the newspaper and there was direct communication from the Town Clerk. Council Member Mason asked if reasons were given for the applications being submitted after the deadline. Mr. Ward stated they were both due to change of leadership in their respective agencies.

Council Member Furguele stated he would like Council to consider doing away with the Outside Agency Funding Committee and just have Town Council consider the applications.

Council Member Furguele noted that, although those two agencies missed the deadline, there were others who did not follow the instructions when providing information to support their request.

Council Member Ulmer arrived at the meeting at 9:11 a.m.

Council Member Mason stated she had been on the side of grant writing and deadlines were treated seriously but she was sympathetic of issues that could arise. She suggested notifying people earlier of the application process.

Council Member Furguele mentioned a round-up program as a way to raise money.

Mayor Brantz felt Community Care was such an asset to the community and he hoped the Town could support them. Mayor Pro Tem Clawson agreed.

Council Member Mason stated she would support it this year but they needed to be clearer about deadlines going forward.

Council Member Ashcraft made a motion to extend the deadline for these two agencies and accept their applications for review. The motion was seconded by Mayor Pro Tem Clawson.

VOTE: Aye – All
 Nay – None

The motion passed.

Contract - IPS Group (For Action)

Mr. Ward stated items like this were typically presented to Council in a regular cycle but due to the request to end the McLaurin Parking contract, and having a complete system set up prior to the budget even being approved, Council would need to consider this topic now. Mr. Ward stated that the price for the McLaurin Parking contract was \$241,075 and the price for the Town taking over the operations would be \$284,979. He noted there would be a one-time expense of about \$30-35,000 that would need to be allocated to purchase the handheld devices and the software system. Mr. Ward stated they would be able to do ticket writing, ticket management, and parking permits with the IPS. He noted there was a contract for all of the services to do in-house parking management and Ms. Meade was reviewing that. Mr. Ward explained that they needed to work out some kinks and get everything ordered so they could be up and running by the busy season. He stated that waiting until July 1 to get things ordered would put them 1-2 months behind in implementing the parking program. Mr. Ward added that, with Council's permission, he could go ahead and move through the contract, get everything ordered and

implemented, and when the budget was approved the money could be replaced that was used. Mr. Ward noted they could lock in a 5-year term for the contract and price or he could negotiate a shorter term for inflation and cost increases, but they could grow larger when you negotiate every two years or so.

Council Member Mason asked if the Town could pay for the initial software from the fund balance. Mr. Ward replied that the one-time expense would be from fund balance but parking would be embedded into the budget.

Mr. Ward stated he was a little crunched for time because they would have to transition over with staff, software, and enforcement. He noted he did not feel the system would be as successful if the Town did not utilize the existing staff that was already trained in parking enforcement.

Ms. Meade felt it made sense to have a longer contract if the Town was purchasing equipment. Mr. Ward replied that he had been to all of the different vendors at different conferences and he found IPS to be the most reputable company for this type of thing across municipalities. He noted they would be buying the equipment at a bulk pricing rate so it would be much reduced from the price if purchased directly from IPS.

Council Member Furgiuele felt the Town should do this and stated it was worth it from the aspect of control and flexibility.

Ms. Meade noted she did have some issues with the contract.

Council Member Furgiuele made a motion to authorize Mr. Ward to move forward with entering into the contract once Ms. Meade works out the terms and legalities. The motion was seconded by Council Member Mason.

Council Member Ashcraft thanked Mr. Ward for his extra effort to expedite this and to secure pricing that would help make the transition more affordable. Mr. Ward stated that Ms. Weiss had done a stellar job helping with this, as well as Ms. Meade.

Ms. Meade noted that if there was anything of huge concern with the contract, she would bring that back to Town Council.

Council Member Mason asked if the Town would be in a position to help manage any of the private lots in Town. Mr. Ward replied that McLaurin currently manages some of the County parking, and part of the opportunity moving forward would be some revenue from the County to help off-set some of the Town’s expenses, and that would be counted as parking revenue. Mr. Ward stated he did not know if the Town would want to get into the towing and booting that would be associated with managing private lots.

VOTE: Aye – All
 Nay – None

The motion passed.

PLANNING RETREAT

P&I Update

Ms. Shook noted that, at the previous Council meeting, Council Member Furgiuele mentioned a restructuring of the UDO so that each zoning district would have its own Article. She felt the concept was working well for the B1 and thought doing the same with the other zoning districts would make the Ordinance more user friendly. Ms. Shook asked for Council’s thoughts about moving forward with that process.

Council Member Mason felt placing each zoning district in its own Article would be easier than having to cross-reference different sections. Council Member Furgiuele agreed.

Ms. Shook noted this would be additional work but would try to include it with the work on the Downtown. She noted there would be no changes to the text other than relocation information.

Council members indicated they were agreeable with pursuing this change.

R3/R4 Presentation

It was determined that Council made recommendations through Map ID 70 at the March 6 Planning Retreat.

Map ID 71 (Parcel ID: 2910-38-9284-000) – Change from R3 to B3 because it is on the main corridor.

Map ID 72 (Parcel ID: 2910-38-7285-000) – Change from R3 to B3 because it is on the main corridor and would be better for a business use.

Map ID 73 (Parcel ID: 2910-38-6164-000) – Change from R3 to B3 because it is on the main corridor and will tie Map IDs 71, 72, and 73 together.

Map ID 74 (Parcel ID: 2910-48-0038-000) – Change from R3 to R2 as a transition between the B3 and R1. Could be R1S, if adopted.

Map IDs 75-77 (Parcel IDs: 2910-37-8869-000, 2910-37-6844-000, 2910-37-6914-000) – Change from R3 to R2 to create a unified residential section accessed off of a residential street.

It was noted that the lot to the North of Map ID 77 (Parcel ID: 2910-38-5050-000) was a triplex and should remain as an R3.

Map ID 78 (Parcel ID: 2910-37-0737-000) – Change R3 portion of property to B3 to be consistent with the remainder of the parcel.

Map IDs 79-91 (Parcel IDs: 2910-37-3743-000, 2910-37-4720-000, 2910-37-3696-000, 2910-37-4576-000, 2910-37-5565-000, 2910-37-6534-000, 2910-37-7534-000, 2910-37-8575-000, 2910-37-8303-000, 2910-37-6336-000, 2910-37-5359-000, 2910-37-5207-000, 2910-37-6234-000) – Change from R3 to R2 unless the property currently contains apartments with more than 4 units and those will remain R3. R2 offers a slightly higher density than R1 and would be more compatible with the existing higher density apartments.

Map ID 92 (Parcel ID: 2910-46-0833-000) – Change R3 portion of property to R1 to be consistent with the remainder of the parcel.

Map ID 93 (Parcel ID: 2910-36-7347-000) – Change the R3 portion of the property to R1. Reduce the B3 portion of the property from Hwy 105 Ext. to a depth similar to the Zaxby's parcel, ending at the beginning of the R1 spite strip because the terrain will not support commercial construction.

Rezone property on Eric Lane (Parcel ID: 2910-36-0888-000) that contains apartments to a split zone of R3 with B3 along Hwy 105 Ext.

Mayor Brantz called a break in the meeting from 11:01 a.m. until 11:17 a.m.

Map ID 94 (Parcel ID: 2910-27-8172-000) – Change from R3 to B3 to be consistent with a business use along the corridor.

Map ID 95 (Parcel ID: 2910-37-1362-000) – Change R3 portion of the property to B3 to be consistent with the remainder of the parcel.

Map ID 96 (Parcel ID: 2910-37-1483-000) – Change R3 portion of the property to B3 to be consistent with the remainder of the parcel.

Map ID 97 (Parcel ID: 2910-27-8467-000) – It was noted that this property was currently in the permit application review process. If the proposed project were to be approved, the property should remain zoned B3 and R3. If the project does not get approved, the R3 portion of the property should be changed to B3 to be consistent with the remainder of the parcel.

Map IDs 98-99 (Parcel IDs: 2910-14-7222-000, 2910-14-6386-000) – Change R3 portion of the properties to R1 to be consistent with the remainder of the parcels.

There was discussion regarding single family or multi-family on Faculty Street. Council Member Furgiuele felt Faculty Street was not ideal for multi-family and expressed concern that an R2 zoning would create an incentive to tear down any existing single-family homes to make higher density housing. Council Member Mason suggested all of the properties along Faculty Street be assessed to make sure they would not be creating any non-conformities by changing the zoning.

Map ID 100 (Parcel ID: 2910-14-4592-000) – Change from R3 to R1.

Map IDs 101-104 (Parcel IDs: 2910-14-4614-000, 2910-14-3790-000, 2910-15-1145-000, 2910-15-1119-000) – Change from R3 to R1 unless assessment finds these parcels currently contain multi-family housing.

Map IDs 105-106 (Parcel IDs: 2910-05-6841-000, 2910-05-5885-000) – Change from R3 to U1 because ASU owns these properties.

Parcel ID: 2910-05-2962-000 that abuts Map ID 105 and Map ID 106 – Change R3 portion of property to U1 because ASU owns this property.

Map IDs 107-108 (Parcel IDs: 2910-05-5771-000, 2910-05-5615-000) – Both parcels to remain R3.

Mayor Brantz called a break in the meeting from 12:16 p.m. until 1:01 p.m. for lunch.

Map IDs 109-115 (Parcel IDs: 2910-05-3643-000, 2910-05-3608-000, 2910-05-2732-000, 2910-05-1789-000, 2910-05-1742-000, 2910-05-0765-000, 2910-05-0894-000) – All properties to remain R3.

Map IDs 116-118 (Parcel IDs: 2910-07-9093-000, 2910-17-0121-000, 2910-17-0251-000) – Change from R3 to R2 as a transition between R3 and R1.

Map IDs 119-124 (Parcel IDs: 2910-16-1958-000, 2910-17-1076-000, 2910-17-2113-000, 2910-17-2388-000, 2910-17-3405-000, 2910-17-3533-000) – Change from R3 to R1 to be compatible with the neighboring R1 and help protect the neighborhood.

279 Oak Street (Parcel ID: 2910-17-2212-000) – Change from R3 to R1 to be compatible with the neighboring R1 and help protect the neighborhood.

Map ID 125 (Parcel ID: 2910-17-4717-000) – Change from R3 to R1 to be compatible with neighboring R1.

126 and 128 Windy Drive (Parcel IDs: 2910-17-3819-000, 2910-17-3842-000, 2910-17-3718-000) – Change from R3 to R2 to be consistent with the duplexes that currently exist on the properties.

Map ID 126 (Parcel ID: 2910-27-3866-000) – Change R3 portion of the property to R1 to be consistent with the remainder of the parcel.

Map ID 127 (Parcel ID: 2910-27-3974-000) – Change from R3 to R1.

Map IDs 128-129 (Parcel IDs: 2910-28-1022-000, 2910-28-0036-000) – Change R3 portion of the properties to B3 to be consistent with the remainder of the parcel.

Parcel IDs: 2910-18-9036-000 and 2910-18-8163-000 – Change R3 portion of properties to B3 to be consistent with the remainder of the parcels.

Parcel ID: 2910-18-9020-000 – Change from R3 to B3 to be consistent with neighboring B3 properties.

Map ID 130 (Parcel ID: 2910-27-1827-000) – Change from R3 to R1 if pending project does not get approved.

Map IDs 131-134 (Parcel IDs: 2910-27-1759-000, 2910-27-1811-000, 2910-17-9846-000, 2910-17-8858-000) – Change from R3 to R1 unless properties contain a duplex. If duplex is found, change from R3 to R2.

Map ID 135 (Parcel ID: 2910-17-5897-000) – Change from R3 to R1 unless property contains a duplex. If duplex is found, change from R3 to R2.

Map IDs 136-139 (Parcel IDs: 2910-18-5050-000, 2910-18-4094-000, 2910-18-4016-000, 2910-18-3036-000) – Change R3 portion of property to B3 to be consistent with the remainder of the parcels.

Map ID 140 (Parcel ID: 2910-17-4946-000) – Change from R3 to B3 to be consistent with neighboring B3 properties.

Map IDs 141-143 (Parcel IDs: 2910-17-5806-000, 2910-17-4829-000, 2910-17-2994-000) – Change from R3 to R1 unless the properties contain a duplex. If duplex is found, change from R3 to R2.

Map ID 144 (Parcel ID: 2910-07-0881-000) – Change from R3 and U1 to B1.

Map IDs 145-156 (Parcel IDs: 2910-07-3803-000, 2910-07-3874-000, 2910-08-4067-000, 2910-08-2068-000, 2910-08-1058-000, 2910-08-1291-000, 2910-08-1212-000, 2910-08-0252-000, 2900-98-9283-000, 2900-98-8245-000, 2900-98-7259-000, 2900-98-6351-000) – Change from R3 to B1.

215 Wallace Circle (Parcel ID: 2900-98-7519-000) – Change from B2 to R1A.

Map ID 157 (Parcel ID: 2900-88-9497-000) – Change R3 portion of property to B1 to be consistent with the remainder of the parcel.

Map ID 158 (Parcel ID: 2900-89-8292-000) – Change R3 portion of property to R1 to be consistent with the remainder of the parcel.

Daniel Boone Condos Parking Lot (Parcel ID: 2900-89-8131-000) – Change from R3 to B1 or B1 Interface.

178 Orchard Street (Parcel ID: 2900-98-0910-000) – Change from R3 to R1A to be consistent with neighboring R1A properties.

Map ID 159 (Parcel ID: 2900-92-4599-000) – Change R3 portion of the property to B3 to be consistent with the remainder of the parcel.

Map ID 160 (Parcel ID: 2900-81-7948-000) – Change the R3 portion of the property to B3 to be consistent with the remainder of the parcel.

Map ID 161-162 (Parcel IDs: 2900-62-1773-000, 2900-63-0243-000) – Change from R3 to R1.

Map ID 163 (Parcel ID: 2900-63-3532-000) – Change R3 and B3 to R1.

Map ID 164 (Parcel ID: 2900-53-4379-000) – Change R3 to R1 because the steep slope, viewshed, and secondary pressure zone do not lend themselves to multi-family construction.

Map IDs 165-171 (Parcel IDs: 2900-53-7549-000, 2900-53-4649-000, 2900-53-3734-000, 2900-53-2882-000, 2900-53-1845-000, 2900-53-1574-000, 2900-43-9947-000) – Change from R3 to R1.

Map ID 172 (Parcel ID: 2900-54-6675-000) – Change R3 portion of the property to R1 to be consistent with neighboring R1 properties. The B3 portion of the property will remain B3.

Map IDs 173-178 (Parcel IDs: 2910-44-8269-000, 2910-44-8250-000, 2910-44-9160-000, 2910-44-9160-001, 2910-44-9160-002, 2910-44-9160-003) – Change from R3 to OI.

Mayor Brantz called a break in the meeting from 3:00 p.m. until 3:10 p.m.

Map ID 179 (Parcel ID: 2910-43-6652-000) – B3 and R3 to remain B3 and R3 because of the viewshed.

Map IDs 180-183 (Parcel ID: 2910-61-9788-000, 2910-61-9893-000, 2910-61-9898-000, 2910-71-2937-000) – Defer this area until reconsideration of Wellness District.

Council Member Mason made a motion to hold a special meeting to continue discussion of the R3/R4 properties on Thursday, May 30, 2019 to follow the wrap-up of the budget workshop that begins at 9:00 a.m. in Council Chambers. The motion was seconded by Council Member Furguele.

VOTE: Aye – All
 Nay – None

The vote was unanimous.

Adjournment

Council Member Furguele made a motion to adjourn the meeting at 3:55 p.m. The motion was seconded by Mayor Pro Tem Clawson.

VOTE: Aye – All
 Nay – None

The vote was unanimous.

Rennie Brantz, Mayor

Brenda Henson, Admin. Support Specialist