

**Town of Boone
Workshop/Retreat
8:00 AM, Jan. 11, 2021
WebEx, WebEx**

This meeting will be held using WebEx, a video conferencing software. Live streaming video of the meeting can be viewed at <https://townofboone.viebit.com/?folder=ALL>.

Individuals who require user assistance joining the WebEx event can call 828-268-6960 for support.

- I. Welcome, Introductions and Meeting Information (page 4)**
 - Agenda (with suggested timeframes)

- II. Planning and Inspections Annual Update (page 7)**
 - P&I Annual Update Presentation
 - P&I Annual Work Plan as of 12/17/2020

- III. State Level Changes - Work Identified as Needed to Be Completed in 2021 (page 35)**
 - State Level Changes/Requirements for 2021 Presentation

- IV. Enforcement (Page 37)**
 - Enforcement Presentation

- V. Recent Council Identified Items to Consider Placement on Work Plan (Page 39)**
 - Council Items - Work Plan Presentation

- VI. Staff Identified Items to Consider Placement on Work Plan (page 41)**
 - Staff Items - Work Plan Presentation
 - TIA Comparison - Town of Cary and Town of Wake Forest (pages 44 & 51)

- VII. Downtown Projects (page 55)**
 - Downtown Projects - Summary Information
 - Story Map - Data Driven Pages Excerpt

VIII. Recap & Priorities (page 81)

Recap Slide

IX. Sustainability Transition with George Santucci (page 81)

Sustainability Transition Slide

2021 Town of Boone Planning Retreat

Date: Monday, January 11, 2021

Time: 9 a.m.

Location: WebEx, Video Conferencing Software

Welcome, Introductions & Meeting Information

Agenda-Morning

Time	
9 am	Welcome, Introductions, & Meeting Information
9:10 am	P&I Annual Update
9:30 am	State Level Changes/Requirements - needed to be completed in 2021 <ol style="list-style-type: none"> 1. Session Law 2019-111: scheduled for public hearing in January 2021 2. New 160D: request special public hearing for April 26, 2021 3. Subdivision exemption change 4. Revise UDO to reflect Model Ordinance Changes for state delegated programs: Model Local Ordinance – Soil Erosion and Sedimentation Control and Watershed Protection Ordinance – Expected to be ready by April 2021 5. 5-year Community Rating System review in 2021 6. First annual Watershed review
10:15 am	Break
10:30 am	Enforcement
11:00 am	Recent Council Identified Items to be Considered for placement on annual work plan <ol style="list-style-type: none"> 1. Transitional zone expansion 2. Loading zone revisions
11:30 am	Staff Identified Items to consider placement on annual work plan: <ol style="list-style-type: none"> 1. Traffic Impact Analysis (TIA): Overview of current requirements which trigger a TIA & Overview of suggested changes 2. Lighting standards – update/energy efficiency 3. Clarify language on when retaining wall plans are required 4. Stormwater: single-family & de minimis impervious areas 5. Appearance Standards update
12:30 pm	Lunch (1 hour unless otherwise decided)

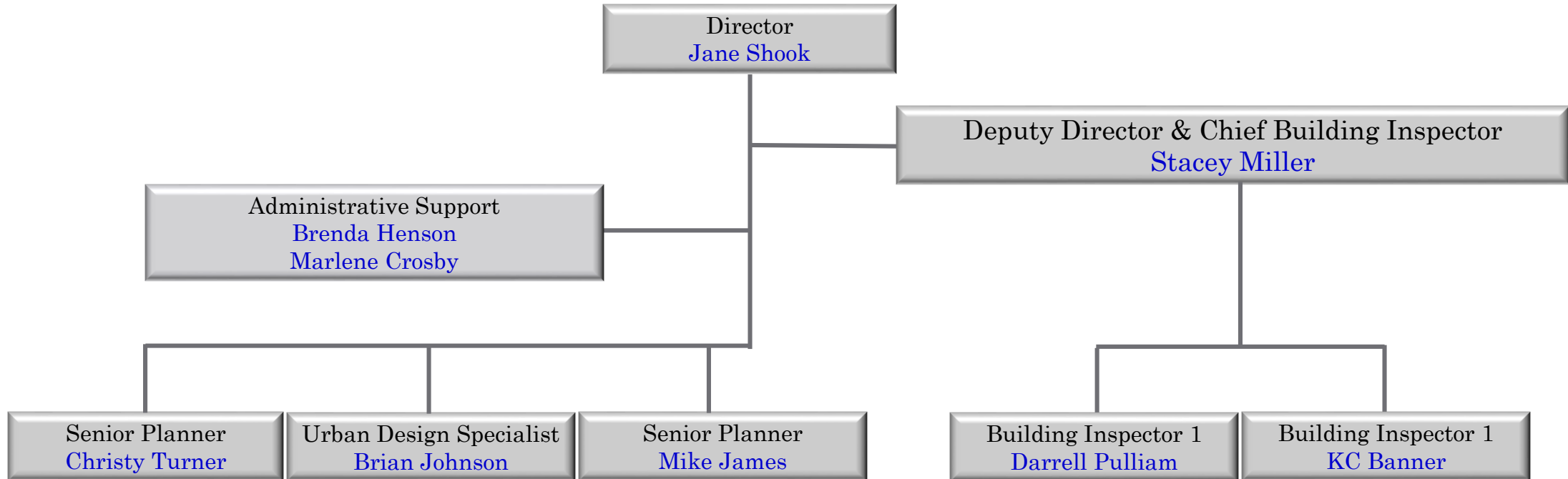
Agenda-Afternoon

Time	
1:30 pm	Downtown Projects 1. Summary of where we are to date 2. Presentation of draft Story Map excerpts 3. Discussion and Scheduling of Future Meetings
2:30 pm	Break
2:45 pm	Recap & Priorities for 2021 Work Plan
4:00	Sustainability Transition with George Santucci

P&I Annual Update

9:10 am

Organization



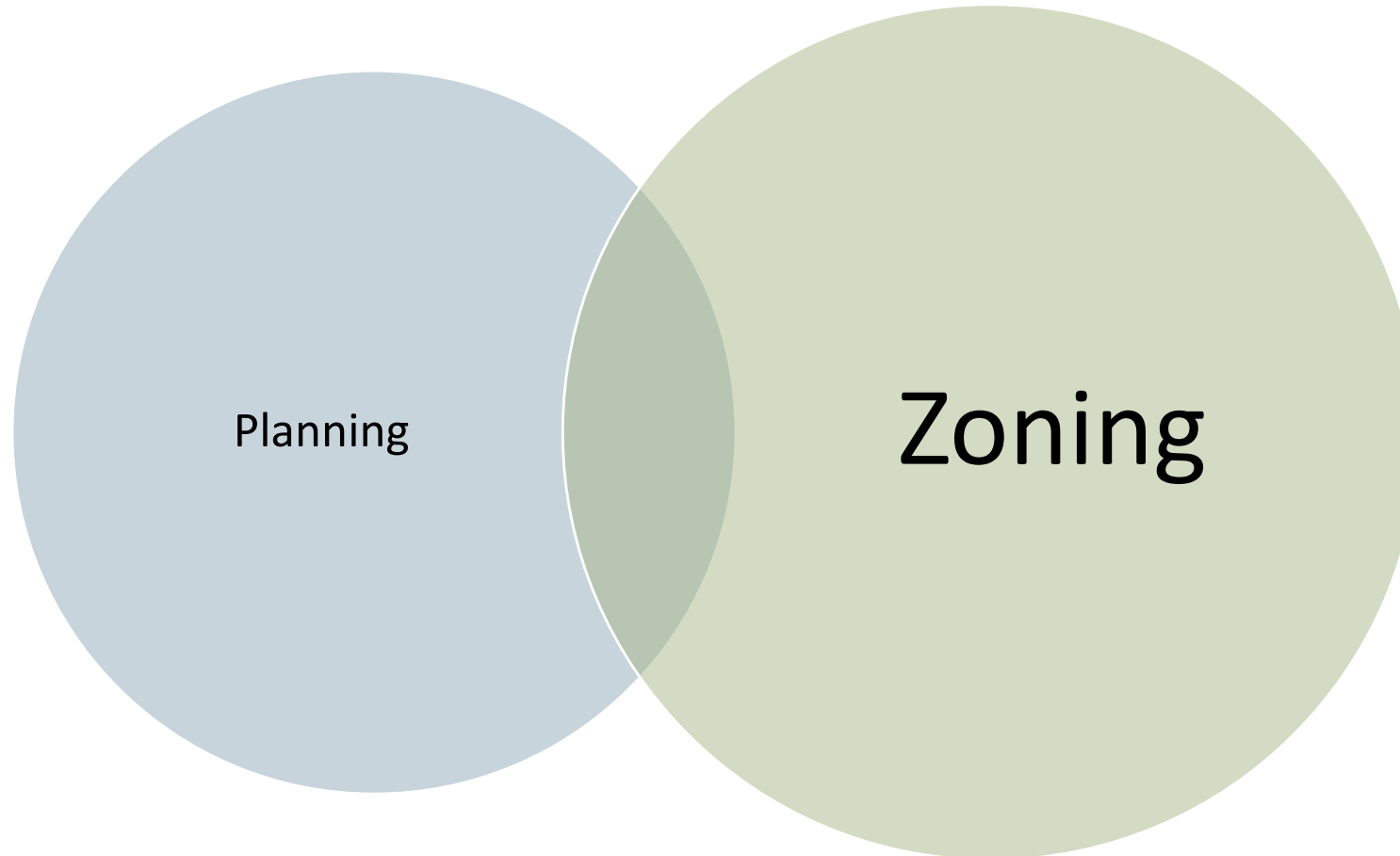
Department Staff Meetings: 1st & 3rd Tuesday every month
Planner Meeting: Every Monday

Programs-Planning



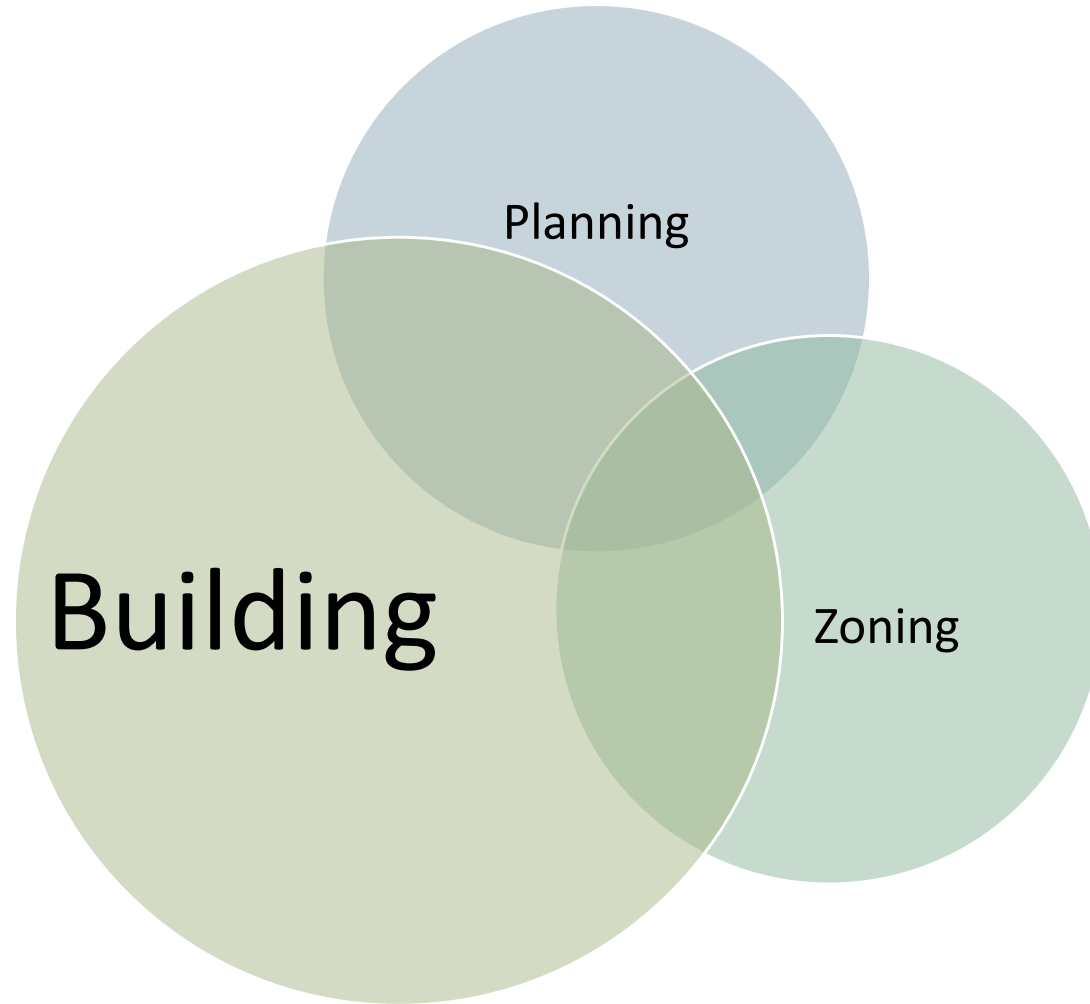
- Long Range Planning including Comprehensive Plan
- Text Amendments
- Zoning Map Amendments
- Subdivision
- Annexation
- Small Area Plans
- Arbor Day
- Community Rating System (CRS)
- Tree City USA

Programs-Zoning



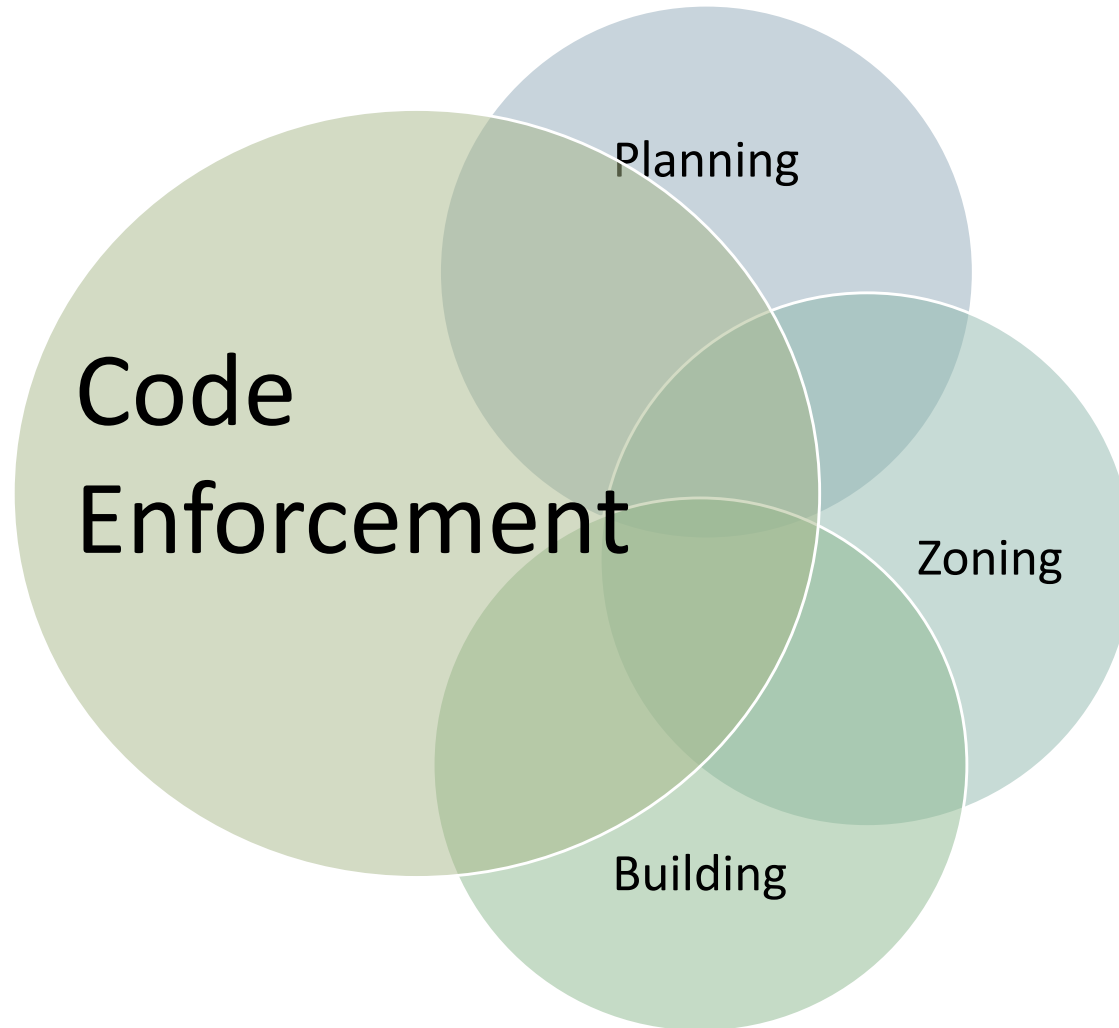
- Zoning Permits
- Special Use Permits
- Variances
- Appeals
- Neighborhood Conservation District Vehicle Registration
- Caring for Our Neighborhoods

Programs-Building



- Building Permits

Programs-Code Enforcement



- Enforcement of UDO & portions of Town Code related to building development

Boards & Commissions

- Main boards & commission where P&I is the facilitator (Agenda-Minutes):
 - Board of Adjustment (BOA)
 - Community Appearance Commission (CAC)
 - Historic Preservation Commission (HPC)
 - Planning Commission (PC)
- Planning Department Representative Serving:
 - Town Council
 - Transportation Committee & Alternative Transportation Committee
 - Sustainability Committee
 - Downtown Advocacy Committee (DBDA/Boone Chamber)

BOA Roster

Name	Original Appointment	Terms Served	Term Expiration
Richard Crepeau, Chair	06-18-2009	4th	06-30-2021
David Welsh, Vice-Chair	05-22-2013	3rd	06-30-2022
Andy Brooks	01-21-16	2nd	06-30-2021
Pam Williamson	06-20-2019	1 st	06-30-2022
Virginia Roseman	12-17-2020	1 st	06-30-2023
Vacant (Alternate)	-	-	06-30-2021
Vacant (Alternate)	-	-	06-30-2023
Vacant (Alternate)	-	-	06-30-2022

Staffed by: Brenda Henson–Board Secretary; Jane Shook, Director; Other Planners (C. Turner, B. Johnson, M. James) as needed

Met 4 times in 2020 for regular meetings & 1 time for training; cancelled 0 times due to lack of quorum

Board did not meet from March through August due to COVID-19 restrictions.

BOA 2020 Assignments & Activities

#	Case Number	Case Summary	Decision
1	Z02974-081919	Robert High, with Robert High Development, Inc. has applied for a Special Use Permit to construct a multi-story building with interior access for a climate controlled self-storage facility (Use 16.01) on property owned by Sky Country, LLC, located near the intersection of E. King Street and New Market Boulevard (Watauga County PINs 2910-48-1866-000, 2910-49-1025-000, and 2910-49-2133-000). The proposed project also includes a proposed connector road between Chestnut Drive and New Market Boulevard.	Approved
2	Z03226-101819 197	Michael Krenn has appealed a Staff determination that a nonconforming use (an accessory basement apartment) at 197 Blanwood Drive has not lost its legal nonconforming use status.	On Hold
3	Z03432-121919 O3G, LLC	Jason Sirmon, of O3G, LLC., is requesting a variance for 142 North Hampton Road (Watauga County PIN: 2910-99-0210-000) in order to allow an additional driveway to serve a proposed detached accessory dwelling unit. The Town of Boone Unified Development Ordinance (UDO) Subsection 15.54.05 requires that accessory dwelling units be served by the same driveway that serves the principal dwelling unit.	Approved
4	Z03650-032020	Jacob Phares with Harris Teeter Properties, LLC has applied for a Special Use Permit Modification to modify the Special Use Permit for the Shops at Shadowline to allow Use 11.34 Gas Station at 1461 Blowing Rock Road; property owned by Paul Brown Enterprises. This parcel is part of the Shops at Shadowline development.	Approved

CAC Roster

Name	Original Appointment	Term	Term Expiration
Brian Williams, Chair	04-15-2010	4*	06-30-2020
Sarah Davis Cagle, Vice-Chair	04-21-2016	2	06-30-2022
Jason Selong	01-21-2016	3	06-30-2023
Margaret Trumpower	02-20-2020	1	06-30-2022
Samuel Gass (Student Member)	11-19-2020	1	06-30-2021
Vacant	-	-	06-30-2022
Vacant	-	-	06-30-2022
Sam Furgiuele (TC Liaison)	Non-voting members		
Dustin Hicks (TC Liaison)			

Staffed by: Marlene Crosby – Commission Secretary; Brian Johnson, Urban Design Specialist; (Jane Shook, Director-as needed)

Met 12 times in 2020 (8 regular, 2 special CAC meetings and 2 joint meetings with TC & HPC); cancelled 0 times due to lack of quorum
 CAC did not meet in March, April or May due to COVID

CAC 2020 Activities & Assignments

- [Downtown Project \(#1 TC Priority\)](#)
- Give recommendations on regulating historic and larger significant trees in residential zones, tree cutting permit, certified arborist required to cut if outside of parameters.*
- Invite experts in bee & bird health to participate in discussion about the lives of bees & birds in our community and to make recommendations back to TC as to how the Town can balance the values of maintaining an attractive community with protecting natural areas and habitats. This task is to be done either with or subsequent to the consideration of tree protection in residential areas.*
- Recommendation on implementation of appropriate Food Council recommendations (related to landscaping)*

*Initial discussion on these assignments was held in September 2020 and will be placed on hold until Downtown assignment is complete

HPC Roster

Name	Original Appointment	Term	Term Expiration
Eric Plaag, Chair	06-21-2018	1*	06-30-2021
Phoebe Pollitt, Vice-Chair	07-19-2018	1	06-30-2021
Bettie Bond	06-18-17	1*	06-30-2020
Chuck Watkins	08-20-2015	2	06-30-2021
Vacant			Expires 06-30-2022
Vacant			Expires 06-30-2022
Vacant (Student Member)			Expires 06-30-2021
Rennie Brantz (TC Liaison)	Non-voting members		
Loretta Clawson (TC Liaison)			

Staffed by: Marlene Crosby–Board Secretary; Christy Turner, Senior Planner; (Jane Shook, Director-as needed)

Met 13 times in 2020 (10 regular, 1 special, 2 joint meetings with TC & CAC); cancelled 0 times due to lack of quorum

Commission did not meet in April or May due to COVID-19 restrictions.

*Member served 3 terms, was allowed to serve until successors appointed pursuant to UDO Subsection 2.04.02(B)(1), no application received and no successor appointed, therefore after one year member was reappointed to full 3 year term.

HPC 2019 Activities & Assignments

- [Downtown Project \(#1 TC Priority\)](#) includes approval of survey report and the district designation report; review of Historic District Action Guide; task ongoing
- Junaluska Community Local Historic Marker Application Review – Approved; next step is dedication ceremony
- Discussion of Hardin House
- Discussion of Burrell Monument; transitioned into a two part assignment: The first was for the HPC to identify black and indigenous people of color from Boone’s history who might be deserving of a marker or some similar honorary designation. He said the Council would like to hear from the HPC about for both a process and how such people would be identified. The second thing was to come up with a list of street names in Boone and research the history of why the streets are named the way they are.
- Discussion of cemetery regulations; including continued discussion of the Bryan-Hayes Cemetery-task ongoing
- Recommended funding for Digital Watauga
- Discussion on Café Portofino – discussion related to potential redevelopment on site
- Board Training
- Discussion on Greer-Henson Farmhouse and Barn- update only; structures to be removed
- Council Store Local Historic Marker – identified as next for the HPC to move forward on- task ongoing
- Lovill House – update from potential property owner
- Town Website- task to update Town’s website for HPC related information

PC Roster

Name	Original Appointment	Term	Term Expiration
Elizabeth Shay, Chair	07-21-2016	2 nd	06-30-2023
Eric Plaag, Vice-Chair	05-17-2018	2 nd	06-30-2023
Chris Behrend	07-19-2018	2 nd	06-30-2022
Vacant	-	-	06-30-2022
John Tippett	10-17-2019	2 nd	06-30-2021
Frank Veno	06-21-2018	1 st	06-30-2021
Adam Zebzda (ASU Rep-1 year)	05-07-2020	1	06-30-2021

Staffed by: Brenda Henson–Board Secretary; Jane Shook, Director; Other Planners (C. Turner, B. Johnson, M. James) as needed

Met 7 times in 2020 (6 Public Hearings plus 7 Planning Commission Meetings); cancelled 0 times due to lack of quorum

Committee did not meet in March, April or May due to COVID-19 restrictions

PC 2020 Assignments & Activities

#	Case Number	Case Summary	Decision
1	PL03452-121319 PL03453123119	The Town of Boone initiated a General Use Zoning Map Amendment for property owned by Christopher and Kimberly Taylor (Watauga County PINs: 2920-31-8460-000 and 2920-31-8255-000) to R1 Single-family Residential with WS-IV Watershed Areas Protected Area (WS-IV-PA). Zoning is to coincide with the property owner's voluntary annexation of the properties. The properties are located along Paul Critcher Road.	Approved
2	PL03449-123119	The Town of Boone initiated a UDO Text Amendment to allow typographical errors, spelling errors, numerical reference errors, errors in section or page numbering or other purely non-substantive editorial changes to be corrected by the Planning Director without formal adoption by the Town Council provided that such corrections do not change the meaning of the Ordinance.	Approved
3	PL03541-013120 PL03608-022820	<p>Case PL03541-013120 Information: The Board of Trustees of the Endowment Fund of Appalachian State University requested a General Use Zoning Map Amendment for 1.61 acres of property located at or near 538 Poplar Grove Road (Watauga County PINs: 2900-58-7299-000 and 2900-58-6723-000) to rezone portions of the properties from R1 Single-Family Residential to E1 Educational District.</p> <p>Case PL03608-022820 Information: The Town of Boone initiated the zoning of approximately 2.27 acres of property located off of 538 Poplar Grove Rd. (portions of Watauga County PINs: 2900-58-7299-000 and 2900-58-6723-000) owned by the Board of Trustees of the Endowment Fund of Appalachian State University to E1 Educational Zoning District in conjunction with the property owner's request for annexation of the property.</p>	No Action Taken

PC 2020 Assignments & Activities

#	Case Number	Case Summary	Decision
4	PL03942-060520	The Town was approached by the Watauga County Board of Education in late 2019 with concerns about the pending expiration date (September 2020) for the temporary classrooms installed at Hardin Park Elementary. Duet to large class sizes, the school system is in the planning process of exploring long-term solutions but the permitting for this would not be completed before their current temporary classroom permit expires.	Approved
5	PL03943-060520 PL03944-060520	Case PL03943-060520 Information: Wayne Clawson has requested a General Use Zoning Map Amendment for property located at 146 Clawson Street (Watauga County PIN: 2910-69-1946-000) to rezone the property from R1 Single Family Residential to R3 Multiple-Family Residential. Case PL03944-060520 Information: Wayne Clawson, Trustee for the Christopher Clawson Trust Boone has requested a General Use Zoning Map Amendment for property located at 170 Clawson Street (Watauga County PIN: 291160-2149-000) to rezone the portion of the property zoned MH Manufactured Home Park to R3 Multiple-Family Residential.	Approved
6	PL03979-061620	Maran Sigmon with Watauga Medical Center Inc. requested a Conditional District Zoning Map Amendment to rezone the Watauga Medical Center campus (Watauga County PINs: 2910-71-6688-000, 2910-71-7264-000, 2910-70-6917-000, and a portion of 2910-70-7453-000) from O/I Office Institutional/B3 General Business to Conditional District O/I Office Institutional with a phased site specific development plan for Use 11.26 Hospital. The applicant requested 5 year vesting.	Approved

PC 2020 Assignments & Activities

#	Case Number	Case Summary	Decision
7	PL04085-072720	In Discussion at the June 2020 Public Hearing/Planning Commission meeting and the July 2020 Council meeting included a concern that the E1 (and the other educational zoning districts) were broad in description and permitted a wide range of college and university uses. Council agreed to consider the creation of a new district as requested and directed Staff to draft language to create a new E4 Educational Zoning District. The draft language creates a new E4 Educational Child Daycare District which is limited to college- and university- operated child daycare centers and also cleans up language in the educational zoning districts for when a property zoned as an educational district is sold to a third party that is not a college or university or educational institution.	Approved
8	PL04083-072420 PL04084-072720	Case PL03541-013120 Information: The Board of Trustees of the Endowment Fund of Appalachian State University requested a General Use Zoning Map Amendment for 1.61 acres of property located at or near 538 Poplar Grove Road (Watauga County PINs: 2900-58-7299-000 and 2900-58-6723-000) to rezone portions of the properties from R1 Single-Family Residential to E4 Educational District. Case PL03608-022820 Information: The Town of Boone initiated the zoning of approximately 2.27 acres of property located off of 538 Poplar Grove Road (portions of Watauga County PINs: 2900-58-7299-000 and 2900-58-6723-000) owned by The Board of Trustees of the Endowment Fund of Appalachian State University to E4 Educational Zoning District in conjunction with the property owner's request for annexation of the property.	Approved
9	PL03547-020420	WF&G Development LLC, with the consent of the Kensington Gate property owners, has submitted a Conditional District Zoning Map Amendment for Kensington Gate at 140, 155, 180 & 189 Gateway Drive to be rezoned from O/I Office Institutional to Conditional District R5 55+ Housing Residential District with a site specific development plan for Use 1.17 Adult Living Community which would allow the construction of a third residential building within the development.	Approved

PC 2020 Assignments & Activities

#	Case Number	Case Summary	Decision
10	PL04195-090820	Modify UDO Article 2 to reorganize, align text with NC General Statutes, and clean up language regarding board membership.	Approved
11	PL04175-083120	JAH, LLC has initiated the re-zoning of a .39-acre parcel (Watauga County PIN 2900-69-5102-000) owned by JAH, LLC from Conditional District B3 to R1S, Small Home Residential and a 2,997 square foot portion of a parcel (2910-69-5102-000) zoned B3, General Business to R1S, Small Home Residential. The property is located on Delmar Street.	Approved
12	PL04269-100820	Pegasus Capital Partners, LLC has initiated the re-zoning of a .193-acre portion of parcel (Watauga County PIN 2910-32-6612-000) owned by Pegasus Capital Partners from General Use R3, Multi-family residential to B3, General Business (this is a split-zoned parcel). The property is located at 220 Meadowview Drive.	Approved
13	PL04303-102920	The Town of Boone has initiated the zoning of approximately 0.069 acres of property located off of the end of VFW Drive (portion of Watauga County PIN 2910-44-8938-000) owned by Thomas M and Joan E McLaughlin to R1 Single-Family Residential, Viewshed Protection Overlay, and Neighborhood Conservation District in conjunction with the property owner's request for annexation of the property.	Approved

SC Roster

Name	Original Appointment	Term	Term Expiration
Brook Kornegay, Chair	02-20-2020	1 st	06-30-2021
Ben Scarboro, Vice-Chair	09-17-2015	3 rd	06-30-2023
Nikai Speight	09-17-2020	1 st	06-30-2023
Joan Brook	08-15-2019	1 st	06-30-2022
Lee Ball	06-15-2017	2 nd	06-30-2022
Terry Cirone	06-18-2020	1 st	06-30-2023
John Prickett	09-28-2017	2 nd	06-30-2023
Margie Mansure	02-20-2020	1 st	06-30-2023
Luanna Nesbit	07-16-2020	1 st	06-30-2022
Ballard Reyonolds	07-16-2020	1 st	06-30-2021
Ella Jennings, Two Rivers Sustinabilty Scholar (1 year)			06-30-2021
Vacant, Hardin Park Sustainability Scholar (1 Year)			06-30-2021
Dustin Hicks, Council Liaison	Non-voting members		
Nancy LaPlaca, Council Liaison			

SC 2019 Activities & Assignments

- 9/17/2020 Town Council adopted Town of Boone Department Sustainability Toolkit
- Town Council authorized the three following tasks (ongoing):
 1. Energy Efficiency
 2. Sustainable Transportation
 3. County/Town-wide Composting

Staff: George Santucci with a P&I representative attending as needed

- Met 9 times in 2020; cancelled 0 times due to lack of quorum
- Committee did not meet in March or April due to COVID-19 restrictions

2019-2020 Comparison

Permit Type	2019 Number of Permit Applications	2020 Number of Permit Applications	2019 Building Permit Value	2020 Building Permit Value
New Single-Family Building Permits	10	8	\$2,678,711	\$1,967,000
New Multi-Family Building Permits	3	1	\$93,592,000	\$52,877,500
New Commercial Building Permits	5	6	\$29,675,000	\$61,125,440
Residential Renovation Building Permits	201	146	\$2,398,998	\$1,854,731
Commercial Renovation Building Permits	447	435	\$13,603,651	\$43,989,731
Building Permits Subtotal	666	595	\$141,948,360	\$162,114,118
New Single-Family Zoning Permits	12	7		
New Multi-Family Zoning Permits	3	1		
New Commercial Zoning Permits	5	10		
Signs	121	79		
Special Use Permit	4	4		
Variance	6	5		
Appeal	1	0		
Subdivision	15	14		
Annexation	9	3		
Zoning Map & UDO Text Amendments	35	18		
All Other Zoning	114	145		
Zoning Permits Subtotal	325	286		
Miscellaneous The town processed a zoning permit not associated with a building permit because the building permit was permitted through state construction . Value of this project is represented here.			\$50,000,000	
Totals	991	881	\$191,948,360	\$162,114,118

2020 saw a 12% decrease in permitting and a 16% decrease in building permit value.

Please note this does not count any value for site work or other zoning related items that had a construction value.

Note: Building Inspectors performed 2,378 inspections in 2019 as compared to 3,099 inspections in 2019.

Planning & Inspections Work Plan

Planning & Inspections Work Plan as of 12/17/2020
 1-Downtown - CAC & HPC work on guidelines
 2-160D/Session Law 2019-111
 3-Parking
 4-R3/R4
 5-Stormwater

Work Plan Priorities as set forth by Council on 1/22/2020

Color Code Legend
In Progress-22
Not Started-28
Completed-26

#	Date Assigned	Task	Tracking	Case Number	Completion Date
1	1/22/2020	Bring UDO into compliance with Session Law 2019-111/160D	In progress		
2	3/5/2019	Revise UDO to address non-payment of fees	1. Scheduled to be heard at January 2021 Public Hearing	PL04196-090820	
3	1/8/2018	Present text/research on speculative grading			
Downtown Related Tasks	4	7/1/2010 Community Appearance Commission Assignment: revise UDO for downtown related standards	In Progress 1. Initial draft of revised UDO to create a B1 Downtown Core and B1 Downtown Interface District presented to TC in August 2020 2. Joint meeting with TC, CAC, HPC & representatives from SHPO held on September 30, 2020 at 6pm, WebEx 3. Joint meeting with TC, CAC, HPC held on for October 27, 2020 4. Meeting with Committee Chairs held on 11/3/2020 5. TC approved revisions on 11/17/2020	PL03370-112019	
	5	Historic Preservation Commission Assignment: Research/recommendation on local downtown historic district	In Progress 1. Presentation of documents including Designation Report in August 2020 2. Joint meeting with TC, CAC, HPC & representatives from SHPO held on September 30, 2020 at 6pm, WebEx 3. Joint meeting with TC, CAC, HPC scheduled for October 27, 2020 4. Waiting for Public Input meetings		
	6	Drafting historic preservation design guidelines and working on CLG application (HPC)	In progress		
7	3/5/2019	Draft text to UDO Article 24 establishing minimum's and maximums. Staff will include the mandate from January 8, 2018 to present tiered approach for reduction of parking in MF uses based upon proximity to downtown and ASU main campus.	In progress 1. Anticipate text to be heard at May Public Hearing	PL03177-100319	

Communication: P&I Annual Work Plan as of 12/17/2020 (Planning and Inspections Annual Update (page 7))

Planning & Inspections Work Plan as of 12/17/2020
 1-Downtown - CAC & HPC work on guidelines
 2-160D/Session Law 2019-111
 3-Parking
 4-R3/R4
 5-Stormwater

Work Plan Priorities as set forth by Council on 1/22/2020

Color Code Legend
In Progress-22
Not Started-28
Completed-26

	#	Date Assigned	Task	Tracking	Case Number	Completion Date
Residential Options Related Tasks	8	5/30/2019	Research duplex use to allow separate ownership in each dwelling unit.	In progress; Staff expects to report to TC in May 2020		
	9	5/30/2019	Revise Article 7 Nonconforming uses for exceptions for single-family residential units.			
	10	8/2/2019	Revise multi-family standards to apply to 4+ dwelling units versus 3+ dwelling units.			
	11	8/2/2019	Create triplex use			
	12	8/2/2019	Create use to allow 2 & 3 detached single family dwelling on one lot			
	13	8/2/2019	Revise R2 Two Family Zoning District as follows: allow triplexes, allow new use which allows more than one detached dwelling unit on a lot; allow individual ownership of dwelling units within a duplex or triplex			
CAC Related Tasks	14	9/18/2018	CAC to get recommendations on regulating historic and larger significant trees in residential zones, tree cutting permit, certified arborist required to cut if outside of parameters.	In Progress		
	15	10/17/2019	CAC tasked to invite experts in bee & bird health to participate in discussion about the lives of bees & birds in our community and to make recommendations back to TC as to how the Town can balance the values of maintaining an attractive community with protecting natural areas and habitats. This task is to be done either with or subsequent to the consideration of tree protection in residential areas (task #14).			
	16	11/19/2019	CAC tasked with implement Food Council recommendations			
SC Related Tasks	17	10/15/2020	Sustainability Committee approved to work simultaneously on: 1. Energy efficiency 2. Sustainable Transportation and 3. County/Town-Wide Composting	In progress		
	18	1/8/2018	Complete & present text amendment for Article 26 Signs (allow sandwich board signs with regulations for encroachments onto public sidewalks, windproof, one per storefront entrance; allow additional smaller scale directory signs at entrances to shopping centers; proposed new lighting regulations; text to allow temporary sign enforcement with a fee for collection; determine if we can really differentiate between commercial and non-commercial signage.	In progress; Under review by Town Attorney; may present changes in two parts		
	19	11/19/2019	HPC tasked with the discussion and possible creation of criteria for the Town to use when approached to take over partial or full care/operation of cemeteries. Will need to consult with Town Attorney.	In progress 2		

Communication: P&I Annual Work Plan as of 12/17/2020 (Planning and Inspections Annual Update (page 7))

Planning & Inspections Work Plan as of 12/17/2020
 1-Downtown - CAC & HPC work on guidelines
 2-160D/Session Law 2019-111
 3-Parking
 4-R3/R4
 5-Stormwater

Work Plan Priorities as set forth by Council on 1/22/2020

Color Code Legend
In Progress-22
Not Started-28
Completed-26

#	Date Assigned	Task	Tracking	Case Number	Completion Date
20	10/13/2020	Revise UDO based on SolSmart review	In progress- Lead by Town Manager		
21	1/8/2018	Present research on identification of properties town wide for discussion on potential rezoning. Report to include existing use and zoning of adjacent properties.	In Progress 1. Assigned to Staff at January 2018 Planning Retreat 2. Staff presented initial report in November 2018 3. December 20, 2018, TC requested report to be revised so properties are consolidated and can be viewed by area, also requested materials to be available 4. Review of revised presentation on March 6th, May 23rd & May 30th 5. Town Council reviewed on 8/2/2019. Next steps/additional tasks identified. Request for timeline. 6. Staff presented potential timeline on September 19, 2019; Council deferred further work until downtown related work (CAC & HPC separate work products) is complete		
22	8/16/2018	Discuss Comprehensive Plan & other Town adopted plans	In Progress 1. Town Council requested to set Special Meeting at April 2018 TC Mtg. 2. Special Meeting to discuss adopted plans held on July 18, 2018 3. On hold till other priorities completed		
Tree Related Tasks	1	1/8/2018	Present information on what it would involve (cost, time, etc.) to revise tree related plans	TBD	
	2	7/19/2018	Research into options to increase the use of large shade trees within the Town of Boone. Planning Staff to coordinate with Public Works	TBD	
Environmental Related Tasks	3	1/8/2018	Complete and present text to further restrict the use of culverts	TBD 1. October 15, 2019: Center for Watershed Report presented to Council - how to address and how to prioritize will be decided at the January Planning Retreat 2. October 17, 2019: Town Attorney to research the legal authority for the Town to increase the riparian buffer and the authority to limit culverts	
	4	1/8/2018	Present policy to start collecting sediment control security bond in accordance with UDO requirements		
	5				
	6	8/14/2018	Adopt new overlay to protect and enhance all stream buffers and watershed protecting resources in the town.		
	7	8/14/2018	Adopt new overlay focused on the mall area that imposes additional development controls appropriate to address the special issues in that area.		
	8	8/14/2018	Strengthen the watershed protection overlay district.		
	9	8/14/2018	Strengthen the Town's current zoning-based watershed and stormwater protections		
	10	9/18/2018	Staff to come back with recommendations for Town policy and UDO amendments for permeable pavements which would include projected costs for installation and maintenance (maintenance programs would have to be mandatory)		
11	9/18/2018	Staff to begin work on Green Infrastructure section to be placed within the Comprehensive Plan			

Communication: P&I Annual Work Plan as of 12/17/2020 (Planning and Inspections Annual Update (page 7))

Planning & Inspections Work Plan as of 12/17/2020
 1-Downtown - CAC & HPC work on guidelines
 2-160D/Session Law 2019-111
 3-Parking
 4-R3/R4
 5-Stormwater

Work Plan Priorities as set forth by Council on 1/22/2020

Color Code Legend
In Progress-22
Not Started-28
Completed-26

Communication: P&I Annual Work Plan as of 12/17/2020 (Planning and Inspections Annual Update (page 7))

#	Date Assigned	Task	Tracking	Case Number	Completion Date
Height Related Tasks	12	1/8/2018	Present text/research regarding building height in Town outside of B1 (reduce to 4 stories and/or formula based upon lot size)		
	13	1/14/2020	Research redevelopment of existing multi-family: allow higher heights within parameters, P&I come up with incentives for redevelopment; redevelopment not have to meet requirements of 15.10; limit exceptions perhaps based on age.		
	14	2/2/2018	Prepare for Affordable Housing meeting invite residential developers to attend the Affordable Housing meeting to give insight into costs of constructing - schedule TBD		
	15	5/15/2018	Standards for Hotels -bring research back to Council.		
Downtown Related Tasks	16	8/16/2018	Research and present text on fee-in-lieu for parking for residential as part of mixed-use in B1		
	17	7/18/2018	Combine downtown related plans		
	18	10/16/2018	Continue discussion on Brownfields (PC Recommendation from 9/24)		
	19	10/16/2018	Continue discussion on BOA/ how gravity of situation is defined (PC Recommendation from 9/24)		
	20	7/18/2019	Review with Town Attorney how the UDO regulates uses which serves/sell alcohol		
	21	10/17/2019	Revise UDO to apply transitional zone requirements to low density properties in the former ETJ		
	22	11/19/2019	Further expand text on the R5 for uses and possible other districts if necessary		
	23	5/9/2020	Staff asked to coordinate with Harmony Lanes regarding proposed connector		
	24	9/17/2020	Assist as needed with Chamber of Commerce on small downtown business success		
	26	10/15/2020	Review as necessary proposed hazard mitigation plan		
	27	10/15/2020	Revise UDO Section 15.54 Accessory Dwelling units; make corrections and revise language to be clear		
	28	10/15/2020	Revise UDO for standards on Food Trucks		
Completed Tasks					
1	8/16/2018	Modify the UDO to include the bedroom and unit requirements to 15.11 similar to those in 15.10. Parking with multi-family units can't displace commercial.	1. Draft text presented to TC in December 2018 2. Case sent to January 28, 2019 Public Hearing 3. Planning Commission recommended approval on February 25, 2019. 4. Town Council approved text on April 10, 2019. 3. Anticipated TC decision February 2019	PL01817-082318	4/10/2019

Planning & Inspections Work Plan as of 12/17/2020
 1-Downtown - CAC & HPC work on guidelines
 2-160D/Session Law 2019-111
 3-Parking
 4-R3/R4
 5-Stormwater

Work Plan Priorities as set forth by Council on 1/22/2020

Color Code Legend
In Progress-22
Not Started-28
Completed-26

#	Date Assigned	Task	Tracking	Case Number	Completion Date
2	9/18/2018	Sustainability Committee recommendations to TC to reduce the Town of Boone's carbon footprint	1. Allow sustainability presentations in October (reduction of Town's carbon footprint) 2. At November SEEC meeting- make recommendations to Council 3. Schedule joint TC & SEEC meeting at December SEEC meeting in Council Chambers (send recommendation with meeting packet) 4. SEEC forming recommendations to TC-anticipated March 2019 5. Council revised Committee Charge on April 10, 2019		4/10/2019
3	8/16/2018	Burden of proof is upon the applicant to produce competent evidence, UDO text change - testify and establish the case	1. Public Hearing on case on April 29, 2019 2. PC recommend approval on April 29, 2019 3. TC approved on May 9, 2019	PL01814-082218	5/9/2019
4	1/8/2018	Complete & present text to bring Wireless Transmission Facility standards into to compliance with state law	1. Public Hearing on case on April 29, 2019 2. PC recommend approval on April 29, 2019 3. TC approved on May 9, 2019	PL02335-030719	5/9/2019
5	3/5/2019	Draft revised charge for Sustainability Committee to charge the committee as directed on 3/5/2019.	1. Staff presented proposed changes to Committee on March 14, 2019 2. TC approved new charge on April 10, 2019 3. Staff presented new charge to the Committee on April 11, 2019		4/11/2019
6	Nov-18	Draft text to allow applications for map amendments to be send directly to public hearing.	1. Public Hearing on case on April 29, 2019 2. PC recommend approval on April 29, 2019 3. TC approved on May 9, 2019	PL02333-030719	5/9/2019
7	Feb-19	Draft text to allow awnings on existing building in the B1.	1. Public Hearing on case on April 29, 2019 2. PC recommend approval on April 29, 2019 3. TC approved on May 9, 2019	PL02337-090719	5/9/2019
8	3/5/2019	Draft text to eliminate time limitations for Staff review of permits.	1. Public Hearing on case on April 29, 2019 2. PC recommend approval on April 29, 2019 3. TC approved on May 9, 2019	PL02338-030719	5/9/2019
9	3/5/2019	Draft text to allow Use T-13 Temporary Use 9.01 Public Colleges and Universities within the B3.	1. Public Hearing on case on April 29, 2019 2. PC recommend approval on April 29, 2019 3. TC approved on May 9, 2019	PL02408-040419	5/9/2019
10	3/5/2019	Draft text to change public hearing procedure to clarify how the Planning Commission & Town Council have discussion in the public hearing	1. Public Hearing on case on May 20, 2019 2. PC recommend approval on May 20, 2019 3. TC approved on June 27, 2019	PL02455-041619	6/27/2019
11	4/10/2019	Rezone remaining properties in Glen Wilde Office development from R3 to OI	1. Public Hearing on case on May 20, 2019 2. PC recommend approval on May 20, 2019 3. TC approved on June 27, 2019	PL02452-041619 & PL02453-041619	6/27/2019
12	8/2/2019	Draft text to only allow Use 3.0 Hotels in the B1 subject to a CD and to require the use to meet the parking standards as set forth in Article 24	1. Public Hearing on case on August 26, 2019 2. PC recommend approval on August 26, 2019 3. TC approved on September 19, 2019	PL02860-070119	9/19/2019
13		Draft text to modify Section 4.16 Modification of Permits	1. Public Hearing on case on August 26, 2019 2. PC recommend approval on August 26, 2019 3. TC approved on September 19, 2019	PL02632-060519	9/19/2019

Communication: P&I Annual Work Plan as of 12/17/2020 (Planning and Inspections Annual Update (page 7))

Planning & Inspections Work Plan as of 12/17/2020
 1-Downtown - CAC & HPC work on guidelines
 2-160D/Session Law 2019-111
 3-Parking
 4-R3/R4
 5-Stormwater

Work Plan Priorities as set forth by Council on 1/22/2020

Color Code Legend
In Progress-22
Not Started-28
Completed-26

#	Date Assigned	Task	Tracking	Case Number	Completion Date
14	10/16/2018	Revise fee-in-lieu options for sidewalks	1. Draft Text presented to Council on July 16, 2019 2. Public Hearing on case held on September 23, 2019 3. PC recommended approval with changes on October 28, 2019 5. TC approved on November 21, 2019	PL02634-060519	11/21/2019
15	8/15/2019	Draft text for new zoning district & other standards for 55+ housing	1. Draft Text presented to Council on July 16, 2019 2. Public Hearing on case held on September 23, 2019 3. PC recommended approval with changes on October 28, 2019 5. TC approved on November 21, 2019	PL03076-090919	11/19/2019
16	1/8/2018	Present research/text on a new residential zoning district for small/cottage housing (higher density for single-family homes (Use 1.01)	1. Draft Text presented to Council on July 16, 2019 2. Text reviewed by Town Council on August 2, 2019 3. Public Hearing on Case held on November 25, 2019 4. PC recommend approval on December 9, 2019 5. TC approved on December 16, 2019	PL03171-100319	12/16/2019
17	8/2/2019	Draft text to reduce secondary height in B3 to 4 stories.	1. Public Hearing on Case held on November 25, 2019 2. PC recommend approval on December 9, 2019 3. TC approved on December 16, 2019	PL03178-100319	12/16/2019
18	3/6/2019	Revise UDO to increase minimum lot size in R3 to 20,000 sq. ft.	1. Public Hearing on Case held on November 25, 2019 2. PC recommend approval on December 9, 2019 3. TC approved on December 16, 2019	PL03173-100319	12/16/2019
19	10/17/2019	Revise UDO to allow Use T-13 in B1	1. Public Hearing on Case held on November 25, 2019 2. Case withdrawn on December 9, 2019	PL03227-101819	12/9/2019
20	11/21/2019	Modify the UDO to allow typographical errors, spelling changes, numerical reference errors, errors in section or page numbering or other purely non-substantive editorial changes to be corrected by the Planning Director without formal adoption by the Town Council provided that such corrections do not change the meaning of the Ordinance.	1. Public Hearing on Case held on January 27, 2020 2. PC recommend approval on January 27, 2020 3. TC approved on February 20, 2020	PL03449-123119	2/20/2020
21	1/22/2020	Modify UDO regulations in Articles 15 and 34 as they relate to temporary classrooms for Use 9.05 Elementary School.	1. Public Hearing on Case held on June 22, 2020 2. PC recommend approval on June 22, 2020 3. TC approved on July 14, 2020	PL03942-060520	7/14/2020
22	7/17/2020	Create E4 Educational District	In progress 1. Draft text presented at August 2020 Public Hearing 2. PC recommend approval with modifications in August 2020 3. TC to consider at September 2020 meetings	PL04085-072720	9/17/2020
23	3/5/2019	Sustainability Committee Assignment: Create Sustainability Toolkit for Town Departments	In progress 1. Committee approved final draft on August 13, 2020 2. TC approved on September 15, 2020		9/17/2020
24	10/16/2018	Draft text to follow PC's recommendation on selection of BOA/PC Chair & Vice-Chair	In progress		
25	3/5/2019	Draft text to limit membership on Board of Adjustment so members cannot serve unlimited terms	1. Case Heard at September 28, 2020 Public Hearing 2. Planning Commission recommended approval on September 28, 2020	PL04195-090820	12/17/2020
26	3/5/2019	Draft text to reduce the Historic Preservation Commission membership to 5	3. Town Council to consider amendment in October 2020		

Communication: P&I Annual Work Plan as of 12/17/2020 (Planning and Inspections Annual Update (page 7))

State Level Changes

9:30 am

State Level Changes

- Session Law 2019-111: scheduled for public hearing in January 2021
- New 160D: request special public hearing for April 26, 2021
- Subdivision exemption change
- Revise UDO to reflect Model Ordinance Changes for state delegated programs
 - Model Local Ordinance – Soil Erosion and Sedimentation Control
 - Watershed Protection Ordinance – Expected to be ready by April 2021
- 5-year Community Rating System review in 2021
- First annual Watershed review

Enforcement 10:30 am

2019-2020 Code Enforcement Action Comparison

Enforcement Type	2019	2020
Sign Investigations	47	30
Stop Work Orders/Building Code Violations	41	19
Occupancy Investigations	11	11
Minimum Housing Investigations	14	17
Condemnations	3	1
Miscellaneous	21	6
Total	137	84

Council Identified Items to Consider Placement on Annual Work Plan 11 am

1. Transitional zone expansion
2. Loading zone revisions

Staff Identified Items to Consider Placement on Annual Work Plan 11:30 am

Traffic Impact Analysis

- Existing UDO Text:
 - A. **Traffic Impact Analysis:** In addition to the information included in Appendix A, certain developments may by, virtue of size, location or configuration of access points to the public road system, be required to have a traffic impact analysis performed. In those instances where a traffic impact analysis is required by the Administrator, the study must be completed and submitted in order for the application to be considered. A traffic impact analysis may be required when any of the following conditions exist:
 1. The development proposes to have an access to the public road system within 100' of the STOP bar of any traffic control signal; or
 2. The development proposes to have an access to the public road system within 200' of the STOP bar of any traffic control signal and based upon Institute of Transportation Engineers (ITE) trip generation rates is projected to generate eighty (80) or more exiting trips during any one (1) hour period of any day; or
 3. The development proposes to have access to any public road at a location where sight distance in any direction along the road is less than 500'; or
 4. The development proposes access onto a public road that does not have a paved width of at least eighteen feet (18'); or
 5. The development proposes access to a public road that currently operates at a level of service of D or less and based upon ITE trip generation rates is projected to generate 1,500 weekday trips; or
 6. The Administrator or Public Works Director determines that the proposed project will have a potential negative impact on the public road system due to the size of the project or existing transportation system; or determines that there are safety concerns with the driveway location and design.
 - If a traffic impact analysis is performed and that analysis concludes that improvements are required to the transportation system; the applicant may be required to complete those improvements in connection with the project as a condition of issuing a permit. Unless an agreement is executed by the Town in which the time for the improvement is specified the improvement shall be completed prior to issuance of a certificate of occupancy. The fact that the obligation to construct lies with the applicant does not preclude the Town from entering into an agreement to participate if that will be in the interest of the Town.
- See attached examples from the Town of Wake Forest and Town of Cary

Staff Identified Items - Other

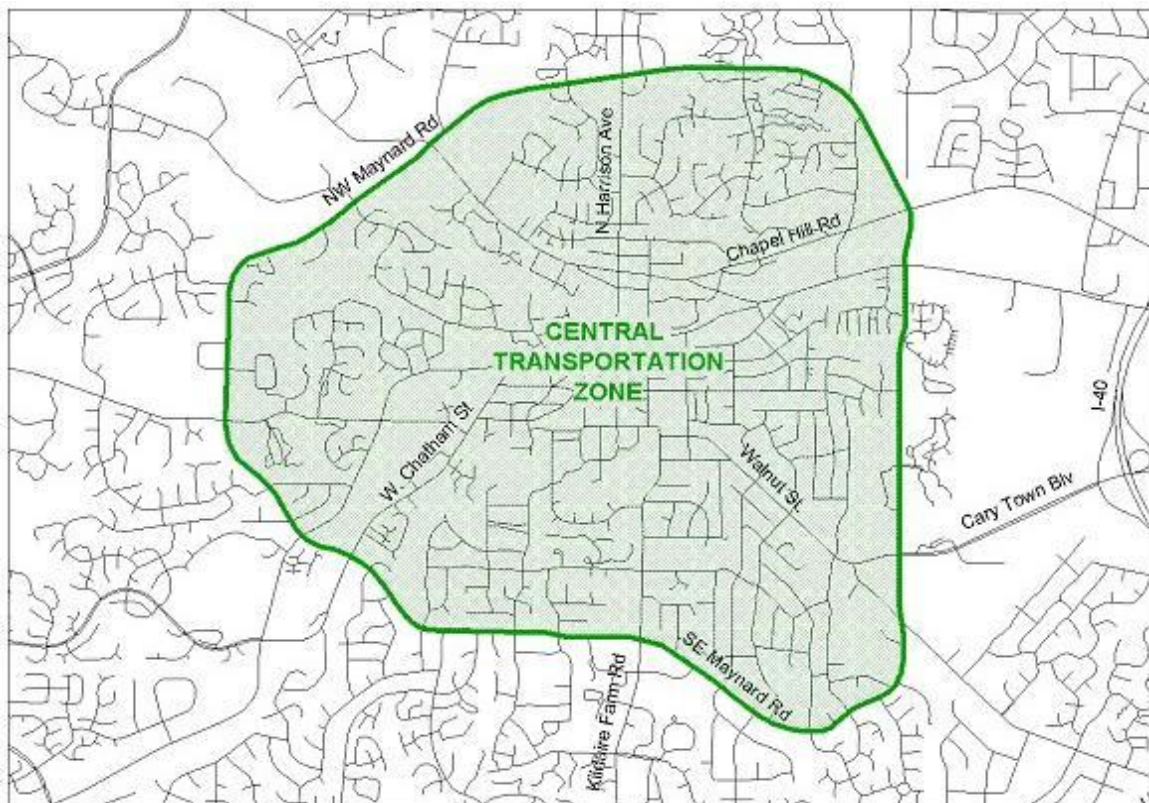
1. Lighting atandards – update/energy efficiency
2. Clarify language when retaining walls plans & lighting plans are required
3. Stormwater: single-family & de minimis impervious areas
4. Appearance standards update

Town of Cary Land Development Excerpts

7.11.6 Transportation Zones

Two Transportation Zones have been established for the purpose of assessing transportation development fees. The purposes of the transportation zones are to help ensure that adequate funding is available in different areas of the Town to pay for road improvements needed to maintain adequate levels of service appropriate to each area. The transportation fees paid by new development in each zone represent the cost of replacing the roadway capacity that traffic from the new development will consume on the major roadway system. Fees collected must be used for road improvements within Cary's town limits and extraterritorial jurisdiction.

The Central Zone encompasses all land within the innermost right-of-way boundary of Maynard Loop and excluding Maynard Road itself. This includes all of the downtown area. This zone's primary focus is to encourage redevelopment and infill. The Level of Service standard is "F" based upon a ninety (90)-minute average peak. The Base Zone contains the remainder of the Town's corporate limits and extraterritorial jurisdiction not within the Central Zone. The Level of Service standard is "D" based upon the standard Institute for Transportation Engineers (ITE) average peak hour. Boundaries of the central zone are shown on the following map.



Central Transportation Zone

7.11.7 Fees

(A) Every person seeking a building permit for construction for which a transportation development fee is due but has not been paid shall pay such transportation development fee prior to the issuance of the building permit.

(B) The transportation development fee shall be computed by proposed building use and based on the construction plans submitted for approval, according to the schedule set forth in the annual Town of Cary operating budget (TDF Schedule), except for fees computed by an individual assessment in accordance with Section [7.11.8](#), Individual Assessments, below.

(C) The transportation development fee for proposed new commercial or industrial construction that is speculative construction shall be computed in conjunction with the application for a building permit for the expected use. An additional transportation development fee may be due for the fit-up to be constructed within the shell; however, no refunds will be given. This additional fee will be calculated as the difference in fees between what was paid at the time of speculative construction and what the new use would pay under the TDF Schedule, and shall be paid prior to issuance of the building permit for the fit-up.

(D) If the proposed new construction contains a mix of building uses, the transportation development fee shall be calculated separately for each use according to the TDF Schedule. If the building has a single primary use, the transportation development fee shall be calculated for a single use, according to the TDF Schedule.

(E) The transportation development fee shall be collected for additions to and remodeling of existing structures and shall be calculated based on that portion of the structure that represents an increase above the number of dwelling units or the floor area of the building, as it exists prior to the addition or remodeling. If the addition or remodeling results in a use change that increases trip generation, the transportation development fee will be calculated as the difference in fees between what the existing and new use would pay under the TDF Schedule. If the addition or remodeling results in a use change that decreases trip generation, no transportation development fee will be charged. No refunds will be given.

(F) The following shall be exempt from the terms of this Section [7.11](#).

(1) Alteration or expansion of an existing building where no additional dwelling units are created, the use is not changed, and where no additional vehicle trips will be produced over and above that produced by the existing use.

(2) The construction of accessory buildings or structures that will not produce additional vehicle trips over and above that produced by the principal building or use of the land.

(3) The replacement of a destroyed or partially destroyed building or structure with a new building or structure of the same size and use, provided that no additional trips will be produced over and above that produced by the original use of the land.

(4) Private recreational facilities provided that such facilities are restricted for use by residents and their guests without charge and no additional vehicle trips will be produced over and above that produced by the principal residential use.

7.11.8 Individual Assessments

(A) If any person believes that his or her proposed construction is unique in the traffic impacts that it will generate, such person may request that the Town perform an individual assessment of the traffic impacts of the proposed construction. Such person shall pay to the Town, in escrow, a sufficient fee to pay the cost of obtaining such assessment from a professional engineer selected and hired by the Town. The Town shall then obtain the services

of the professional engineer to perform the assessment, paying the engineer from the escrow account and remitting the balance, if any, to the person requesting the assessment. The Zoning Board of Adjustment shall, at a quasi-judicial public hearing, consider the request of the applicant to pay the transportation development fee based on the individual assessment. The Town shall assess the transportation development fee based on the individual assessment if the Board finds that:

(1) The proposed construction is in fact so unique that the application of the TDF Schedule adopted by the Town would result in the collection of a fee that is not proportionate to the traffic impact of the proposed construction; and

(2) There is a difference between the fees computed under the TDF Schedule and the fees computed in accordance with the individual assessment of at least five thousand dollars (\$5,000.00) or five (5) percent of the total fees, whichever amount is greater.

(B) The professional engineer to perform each individual assessment shall be selected by the Transportation and Facilities Director from a list of qualified engineers maintained by the Town. The list shall contain the names of at least three (3) engineers or engineering firms, and shall be updated regularly. The Zoning Board of Adjustment reserves the right to dispute the assumptions, methodology, or conclusions of individual assessments. An individual assessment may take into consideration such factors as internal capture of trips in mixed use projects and higher rates of pass by trips than indicated by ITE if supported by reliable local data.

(C) Transportation development fees computed under this section shall be computed in dollars per dwelling unit (for residential uses) or typically dollars per one thousand (1,000) square feet of non-residential floor area (for non-residential uses), using the following consumption based system formula(e):

3.4.1 Rezonings Generally

(A) Purpose and Scope

The Town Council may rezone property (i.e., amend the classifications of property appearing on the Zoning Map). The purpose is not to relieve particular hardships, nor to confer special privileges or rights on any person, but only to make adjustments to the Zoning Map that are necessary in light of changed conditions or changes in public policy, or that are necessary to advance the general welfare of the Town.

(B) Conditional Use and Flexible Use District Rezonings Distinguished

(1) Applications for the rezoning of property to a conditional use district are governed by the procedures set forth both in this Section [3.4.1](#) and also in Section [3.4.2](#).

(2) An application for rezoning to a general use district shall not be converted into an application for rezoning to a conditional use district at any point in the application review process, nor shall an application for rezoning to a conditional use district be converted into an application for rezoning to a general use district. If such a conversion is desired, the applicant must submit a new application for rezoning to the other type of district in accordance with the requirements of this Section [3.4](#).

(3) Applications for the rezoning of property to the MXD Flexible Use District are governed by the procedures set forth in Section [3.4.5](#).

(C) Substantive Comprehensive Plan Amendments

Where a proposed rezoning conflicts with the Comprehensive Plan, the applicant may also request a substantive plan amendment as provided in Section [3.2](#).

(D) Procedure

(1) Initiation of Amendments and Filing of Applications

A rezoning may be initiated by any review or decision-making body; by application from any owner (or owner's agent) of land for which the rezoning is requested; or by any owner or resident of land within five hundred (500) feet of the land for which the rezoning is requested, but only as long as the rezoning is not a "down-zoning" as defined in G.S. 160A-384. When the owner of land is not an individual, then the rezoning application shall include a disclosure statement that indicates the type of entity involved, and the name and address of each person who holds ten (10) percent or more of the business entity. When the owner of land is publicly-owned business entity, then the rezoning application shall include a disclosure statement that indicates the name and address of each person who holds twenty-five (25) percent or more of the business entity. An application requesting the rezoning shall be filed with the Planning Department. Once the application has been filed with the Planning Department, no changes can be made to that application prior to the Town Council Public Hearing.

(2) Pre-Application Conference

Before filing an application, a private-party applicant may request a pre-application conference with the Planning Director. See Section [3.1.5](#).

(3) Traffic Impact Analysis (TIA)

A Traffic Impact Analysis (TIA) is required if the proposed new zoning district could result in a use that can be expected to generate one hundred (100) or more peak hour trips.

(a) Preparing the TIA

The Town shall prepare or have prepared (using Town staff or a retained consultant) the written TIA.

(b) Study Area Boundaries

The extent of the study area for the TIA depends upon the location and size of the rezoning and the prevailing conditions of the surrounding area. The study area is defined in the following table. Controlled access roadways are not included in the study area or analysis; the controlled access ramp intersections with non-controlled access roadways are subject to analysis. The distances described below are to be measured from the property boundaries and include those intersections within the identified area.

TABLE 3.23-1: STUDY AREA BOUNDARIES		
	Trip Generation	Study Area
Base Zone	One hundred (100) - One hundred fifty (150) peak hour trips	One-half (1/2) mile plus any intersection on which at least seven (7) percent of any traffic movement approach volume is generated by the proposed project.

Base Zone	More than One hundred fifty (150) peak hour trips	One (1) mile plus any intersection on which at least seven (7) percent of any traffic movement approach volume is generated by the proposed project.
Central Zone	More than one hundred (100) peak hour trips within the Central Transportation Zone	One-quarter (1/4) mile plus any intersections on which at least seven (7) percent of any traffic movement approach volume are generated by or as a result of the proposed project.

(c) Trip Generation Standards

Trip generation data for each project shall be based upon the Institute of Traffic Engineers' Trip Generation Manual or, at the discretion of the Town, other sources of trip generation data (e.g., local data) if this source data is deemed more representative of the proposed development use. The following other standards also apply to projects:

1. Defining Peak Hour Trips

Peak hour trips are those occurring on peak travel demand days on the adjacent roadway (e.g., daily trips on a Sunday may not be applicable). It is not the intent of this section to require a TIA for a use that generates trips that meet or exceed the threshold but do not occur during the adjacent roadway system's peak hour. For example, facilities designed for sporting events, concerts or other similar uses may not require a traffic analysis because the events occur during a non-peak hour or non-peak day. If a traffic study is required for a use, then the analysis shall be based upon the normal trip generation for the proposed use and not that associated with special event(s).

2. Credit for Mixed Use, Pass-By Trips

The determination of the number of trips generated shall also take into account pass-by trips, internal trip capture for integrated mixed use projects (e.g., roadway and/or pedestrian connectivity) and any proposed transportation demand management system, provided that adequate guarantees can be provided to the Town to ensure that such demand management system will function as claimed for the life of the project. In addition, if the proposed development is designed and integrated with an adjacent mixed use project (e.g., roadways), then a credit for trips may be permitted.

3. Estimated Trips for Rezonings/PDDs

In evaluating the impact of a proposed rezoning or planned development where the specific uses or exact number of dwelling units have not been specified, estimates shall be based upon the highest level of density or intensity of use that would be authorized by the requested approvals. However, if the highest level of intensity of use is a use that generates trips that meet or exceed the threshold but do not occur during the adjacent roadway system's peak hour, such as athletic fields, outdoor amphitheatres, or other similar uses, then the analysis shall be based upon the normal trip generation for the proposed use and not that associated with special event(s).

(d) Submission Requirements

At the time of the initial submission, the applicant is required to submit the following information:

1. Traffic analysis base information, site location map, site layout, if applicable;

2. Data on the existing/proposed land use;
3. Description of the project.
4. Additional information as may be requested by staff.
5. *Study Fee*

After preliminary review of the data submitted under item (d) above, the Town shall prepare an estimate of consulting fees for the analysis of traffic impact for the project. Upon receipt of payment of fees from the applicant in the amount of ninety percent (90%) of the projected cost estimate, the Town shall release the work to a consultant for analysis. After completion of the analysis, the Town shall evaluate the actual costs incurred for the study and will reimburse to the applicant any remaining balance of the fee paid.

(e) *Required Factors to Include in Study*

The TIA shall evaluate the projected impact of the proposed rezoning on the public facilities in question at the time of projected build-out, which will be assumed to be five (5) years from the date the rezoning application was submitted. This analysis will take into account not only the status of existing facilities and the impact of the proposed development, but also the projected impact of the following on the capacity of those facilities:

1. Future capital improvements that will increase the capacity of the facilities in question should be considered if construction of the improvements has received all necessary governmental approvals and funding is in place, or that such approvals and funding appear reasonably certain.
2. All single-family residential building lots that have received final plat approval but that do not contain a completed dwelling.
3. All single-family residential building lots for which subdivision plan approval has been granted and all non-residential and multi-family residential developments for which a site plan has been approved, so long as such approvals have not expired.
4. For any developments for which the notice to proceed has been granted for a traffic study, even if the traffic study is not complete at the time of scoping the background traffic for a subsequent study to be conducted. If there is no additional action with regards to the project within six (6) months after the completion to the traffic study (such as a rezoning application submitted or approved), the traffic from the completed study will no longer be included in the background traffic for the subsequent study.
5. No traffic from a previously approved planned development should be included as background traffic for the same planned development, if no subdivision or site plan approval has been granted.
6. Typical background traffic increases that are not directly related to known previously approved development.

(f) *Tracking of Required Factors*

The staff shall develop a system of keeping track of the factors described in subsection (e) above.

(g) *Level of Service*

The TIA shall measure and report the Level of Service (LOS) at peak hours for each intersection within the required study area, with LOS as defined by the most current edition of the Highway Capacity Manual. If the projected LOS for any intersection in the central zone, as defined in Section 7.11.16 of the LDO, is LOS "F", the TIA shall list potential transportation system improvements that would ensure there is no increase in average delay for the intersection (measured in its entirety). If the projected LOS in the base zone, as defined in Section 7.11.16 of the LDO, falls below LOS "D" based upon the standard ITE average peak hour, the TIA shall list potential transportation system improvements that would ensure there is no increase in average delay for the intersection (measured in its entirety). However, no transportation system improvements shall be listed for intersections for which the existing intersection configuration already meets the requirements of the Comprehensive Transportation Plan.

All forms of transportation system improvements should be considered at non-signalized intersections, including separate left and right turn lanes, geometric modifications, alternative access management strategies, and signalization. Signalization should not be considered the primary solution. Installation of new signals at existing or new intersections should only be considered when the intersection meets required warrants for a signal; the signal does not cause an undesirable delay in the surrounding road system; and other transportation improvements do not result in acceptable levels-of-service.

(h) *Expiration of TIA*

The TIA shall expire after five (5) years.

(i) No application for a rezoning shall be accepted by the Town of Cary until the draft findings of the TIA have been received unless the Development Review Committee agrees in advance that the draft findings may be submitted within a week after the date of the rezoning application.

- 4. Drainage systems maintained by NCDOT as part of its State highway system.
- C. **Private Detention/Retention/Water Quality Pond Areas:** The town will not accept these areas for maintenance; however, the town reserves the right to enter these areas and remove any debris/blockage that is adversely affecting the town’s drainage system. This will be done in an emergency situation without notice. Under normal conditions, the town will contact the owner/developer to have said blockages removed. If unable to do so within a reasonable time, the town reserves the right to charge the owner/developer for any expense incurred by the town in doing so.
- D. **Natural Water Courses:** Natural ditches, streams, creeks, and rivers shall not be maintained by the Town of Wake Forest except to remove debris/blockages that are adversely affecting the town’s drainage system.
- E. **Limitation of Consequential Damage to Private Facilities Located on Public Easements:** All public easements, including storm sewers, are to remain clear of obstructions. No buildings, fences, trees, shrubs or other obstructions shall be placed in any easement. Driveways, walkways, asphalt and parking lots may be permitted in easements; however, the town reserves the right to remove such asphalt, concrete, base course and sod as necessary to access its facility in the case of emergency. Pavement or concrete will be replaced with a patch. Sod will be replaced with Fescue or rye seeding. The town will not be responsible for replacing a property owners sod after repairing a drainage line.

6.11 TRANSPORTATION IMPACT ANALYSIS

The Transportation Impact Analysis (TIA) is a specialized study that evaluates the effects of a development’s traffic on the surrounding transportation infrastructure. The TIA helps identify where the development may have a significant impact on safety, traffic and transportation operations, and provides a means for the developer and government agencies to mitigate these impacts. Ultimately, the TIA can be used to evaluate whether the scale of development is appropriate for a particular site and what improvements may be necessary, on and off the site, to provide safe and efficient access and traffic flow.

6.11.1 WHEN REQUIRED

The necessary level of analysis for different development categories is defined in the following table:

Level of Study Required by Development Type	Residential	Office	Hotel	Industrial or Warehouse	Retail/Shopping Center	Other
None (unless located in area of special concern)	<100 units	<50,000 sf	<100 rooms	<150 employees	n/a	<100 peak hour trips
Standard TIA	100 to 500 units	50,000 sf to 350,000 sf	100 to 500 rooms	150 to 1,000 employees	<100,000 sf	100 to 500 peak hour trips
Enhanced TIA	>500 units	>350,000 sf	>500 rooms	>1,000 employees	>100,000 sf	>500 peak hour trips

6.11.2 STANDARD TIA REQUIREMENTS

A standard TIA includes the following elements:

- A. **Abstract or Summary:** Summarize description of proposed development, location, traffic generation, existing and future conditions (level of service), and recommended improvements. The report should not exceed 2 pages and preferably limited to one page.

- B. Description of Development:** Describe acreage included in development, existing and proposed land use, existing and proposed zoning, proposed density (number of houses, square feet of development, etc.)
- C. Study Area:** Generally ¼ mile to ½ mile from each proposed site access along roads accessed by the site. This area may, in a few cases, be greater if the site is on a road with no intersections within that distance.
- D. Site Location:** Include location map showing site in relation to major streets and at least one-mile radius from site.
- E. Traffic Generation:** Indicate number of trips generated by site daily, AM peak hour, PM peak hour (AM peak hour may be omitted for retail uses which are not expected to generate significant traffic volumes during this period). Indicate internal or pass-by traffic generation if appropriate. For rezoning, indicate traffic generation under existing zoning as well as proposed zoning. Indicate source of trip generation rate, land use code, and units used to derive generation.
- F. Trip Distribution:** Indicate percentage distribution of trips, by direction, within study area and method used to obtain.
- G. Access Location(s):** Location of planned streets or driveways and access to existing streets. Indicate other streets or driveways within study area, including those across the street. Indicate coordination with NCDOT where appropriate.
- H. Existing Road and Traffic Conditions:** Street laneage and classification, traffic control devices, existing daily traffic volumes within study area. Show traffic volumes and level of service of signalized intersections and proposed site access points within study area during AM and PM peak hour (PM only for retail). Include work sheets or computer printouts showing counted traffic volumes and level-of-service. Illustrate in figure(s) showing peak hour volumes, lanes, and level of service. For unsignalized intersections, show level-of-service for individual movements. Discuss transit service if applicable. Discuss accident history, if appropriate.
- I. Planned Improvements:** Discuss and describe any planned road improvements in the study area which could affect future traffic. Note whether project is shown on thoroughfare plan, collector street plan, or NCDOT TIP.
- J. Future Conditions:** Same as for existing conditions, plus site traffic assigned to driveways or access points, for condition with full build-out of project, at build-out year. Include growth in background traffic due to other approved developments or to general growth in area. May show more than one phase, if project is to be phased. Discuss any conflict with other driveways or streets, queuing problems, potential safety problems.
- K. Pedestrian Facilities:** Indicate location of existing and proposed sidewalks and crosswalks, internal pedestrian paths.
- L. Recommended Improvements:** Indicate improvements required for access points and signalized intersections within study area to operate at acceptable level of service (D or better). These may include site access, internal site circulation, signalization, signal modification (retiming, additional phases), lane modifications or additions, or street widening. A signal warrant study is not required but may be included as supporting documentation where a traffic signal is requested. Note: showing recommended improvements does not necessarily indicate responsibility for improvement. Report may indicate which improvements are due to development and which are due to existing problems or other growth in traffic, and

may suggest responsibility of developer or of other parties for improvements. Proposed improvements should be shown schematically on figure.

- M. **Engineer’s Seal:** All TIAs are to be prepared and sealed by an engineer registered in the State of North Carolina and specializing in traffic or transportation, with experience in preparing TIAs.

6.11.3 ENHANCED TIA REQUIREMENTS

An enhanced TIA includes all of the elements of a standard TIA plus the following:

- A. **Study Area:** Generally from 1 to 3 miles from each proposed site access along roads accessed by the site. The extent of the study area should be discussed with town staff prior to initiating the TIA.
- B. **Internal Circulation:** Review internal circulation patterns and note recommended changes.
- C. **Trip Distribution:** Use of a computer model for distribution may be desirable for major projects.
- D. **Future Conditions:** Projects in this category, other than perhaps shopping centers, are likely to be phased. It is desirable to show conditions at end of planning period (generally 20-year or horizon used for thoroughfare plan).
- E. **Recommended Improvements:** For major projects, these may involve changes to the thoroughfare plan or collector street plan. The project may include the construction of portions of thoroughfares within or adjacent to the site.

6.11.4 IMPROVEMENTS MAY BE REQUIRED

Based on the findings of the analysis, if a proposed development does not meet the applicable service level standards, the applicant shall be required to upgrade the facilities in accordance with the adopted level of service program. Mitigation measures may involve strategies other than roadway construction or other physical improvements such as changes to traffic signal timing or phasing, and transportation management strategies.

6.11.5 THRESHOLDS FOR MITIGATION

The town requires consideration of roadway and/or operational improvements when the proposed development increases the intersection Volume-to-Capacity Ratio (V/C) beyond the thresholds indicated in the table at right. The town evaluates the impacts of proposed development at intersections (primarily under existing year conditions) based on the increase in V/C ratio as a result of the projected site traffic. This increase is determined by comparing the V/C ratio under existing development conditions and proposed development conditions. For the purposes of this comparison, all unsignalized intersections are analyzed as signalized intersections.

Existing V/C	Allowable Increase in V/C By Development
0.00 – 0.60	0.10
0.61 – 0.70	0.07
0.71 – 0.80	0.05
0.81 – 0.90	0.03
0.91 – 1.00+	0.02

6.11.6 PAYMENTS-IN-LIEU OF IMPROVEMENTS

The town may, at its discretion, accept either mitigation measures to be completed by the developer or a fee paid to the town in lieu of mitigation. The fee shall be equal to the costs of the required mitigation measures, as determined by the Administrator. A combination of mitigation measures and payments-in-lieu of dedication may be permitted. Payments-in-lieu of dedication shall be approved as part of the Subdivision or Site Master Plan.

6.12 IMPROVEMENT GUARANTEES & PERFORMANCE SECURITIES

6.12.1 IMPROVEMENT GUARANTEES

- A. Applicability:** In lieu of construction of the permanent improvements required by this ordinance, the developer shall guarantee that such improvements will be carried out according to the Town of Wake Forest’s specifications at his/her expense. At minimum, improvements such as public utilities and initial surface of street right-of-way shall be installed and inspected by the Administrator for compliance. The remaining improvements shall be built or bonded prior to the recording of the final plat.
- B. Amount of Improvement Guarantees:** Such guarantees shall be in an amount of not less than 125% of the estimated cost of the construction of the required improvements. The amount of guarantee shall be approved by the Administrator based on a Professional Engineers certified cost estimate and shall be provided in the manner outlined in Section 6.12.3.
- C. Release of Improvement Guarantees:** The Administrator shall authorize the release of all or a portion of any guarantee posted as the improvements are completed. Such funds shall be released within 32 days after submittal of an improvements completion certification from a Professional Engineer and approval of applicable improvements by the Administrator.
- D. Warranty Against Defects**
 - 1. Upon completion of construction of new streets, stormwater controls or other required utilities, the developer shall request a warranty inspection. Once all the improvements are deemed acceptable by the Administrator and pass the warranty inspection, the developer shall submit the following to the Administrator:
 - a. A set of acceptable as-built drawings,
 - b. A written warranty against defects which shall guarantee the material and workmanship of required improvements for a period of not less than one year from the date of such acceptance.
 - c. A financial guarantee payable to the town equal to at least 25% of the cost of the installation of such improvements as determined by the Administrator. Such financial guarantee shall be in a form as provided for in Section 6.12.3.
 - 2. Upon approval of these materials and acceptance of the improvements by the town, a 1-year warranty period shall commence. During the 1-year warranty period, the developer shall repair any latent defects that occur. For the purposes of this section, the term “defects” refers to any condition in publicly dedicated facilities, utilities or streets that requires the town to make repairs to such improvements over and above the normal amount of maintenance that

Communication: TIA Comparison - Town of Cary and Town of Wake Forest (pages 44 & 51) (Staff Identified Items to Consider Placement on

Downtown Projects

1:30 pm

Downtown Projects 1 of 3

- Where we are, please use the following link to access the following:

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 – Downtown District Proposed Zoning
4. Map 4 – Downtown Boone Local Historic District
5. Draft Revisions to UDO
6. Comprehensive Survey of Downtown Boone, NC
7. Report and recommendation for the Designation of the Downtown Boone Local Historic District
8. Draft Downtown Boone Design Guideline and Handbook

Downtown Projects 2 of 3

- Presentation of Story Map. Please use the following link to access the first story map for the Downtown Project (there are 2 tabs to choose from the Main page & Story Map 1:

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

Note: Staff is currently working on link at the time of publication. If changes cause the link to lose functionality, we will send you an email containing an updated link.

- Please see the next pages for an excerpt of the hard copy work product:

NOTE: The story maps are incomplete at this time as Staff finalizes and reviews the data to ensure accuracy. Completed work products expected by the end of January.

Downtown Projects 3 of 3

- Next Steps – Future Meeting Dates

Council approved schedule:

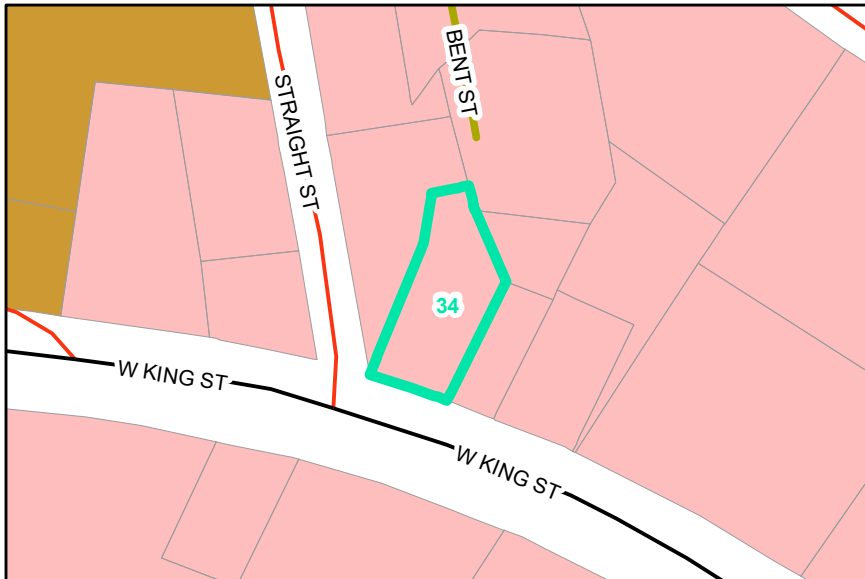
- Early January 2021: Presentation to TC at Planning Retreat
- Digital packages: ArcGIS Story Map and Story Map Journal
- Hard copy book with index of each property (PDF from ArcGIS Story Map)
- Early February 2021: Schedule joint meeting with TC, CAC, HPC; invite PC to introduce them to projects; schedule public input meetings at this time
- Late February 2021: PC give initial comments to Planning Staff at regularly scheduled meeting – invite Committee Chairs & Vice-Chairs
- March 2021: Public input meeting(s)
- Late March 2021: Joint Meeting with TC, CAC, HPC, and PC to go over public input and make changes
- Early April 2021: Special Public Hearing on UDO text amendments and zoning map amendments, final approval of any of the Downtown Boone Local Historic District documents
- April 13 or 15 2021: Council vote on projects

Map ID: 34
PIN: 2900-79-1976-000
Address: 904 W KING ST
Property Owner: ANGLE DEVELOPMENT LLC

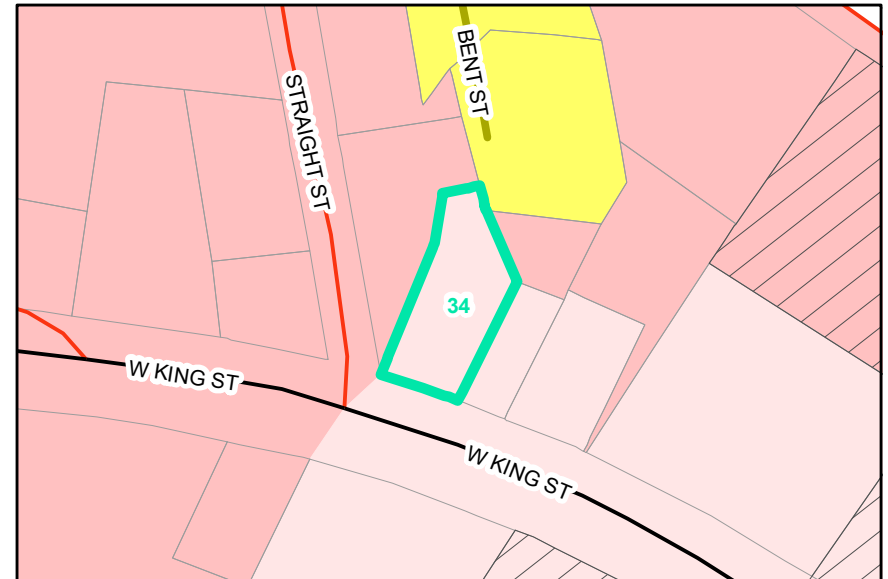
Current Zoning: B1 Central Business
Current Use: Mixed-Use Multi-Family And Commercial
Proposed Zoning: B1 Downtown Core
Historic District: No



Overview



Current Zoning

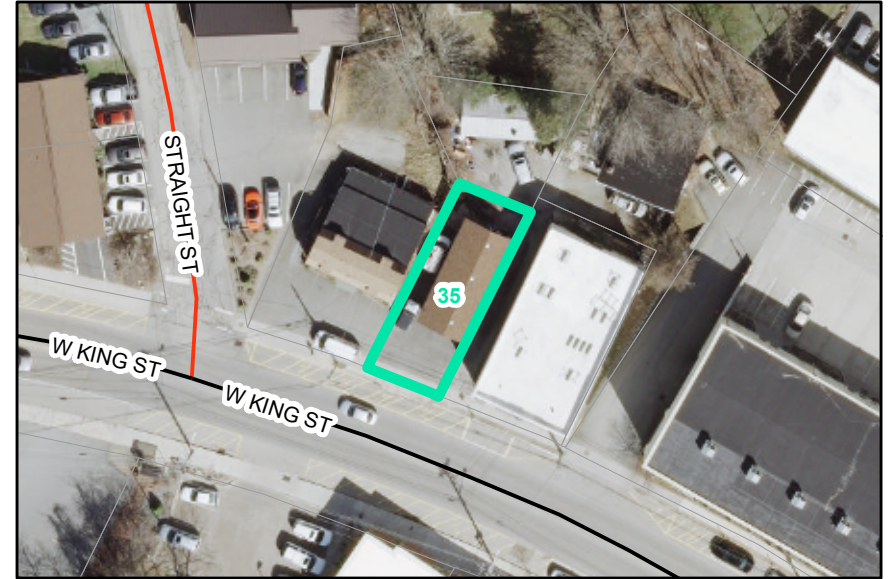


Proposed Zoning

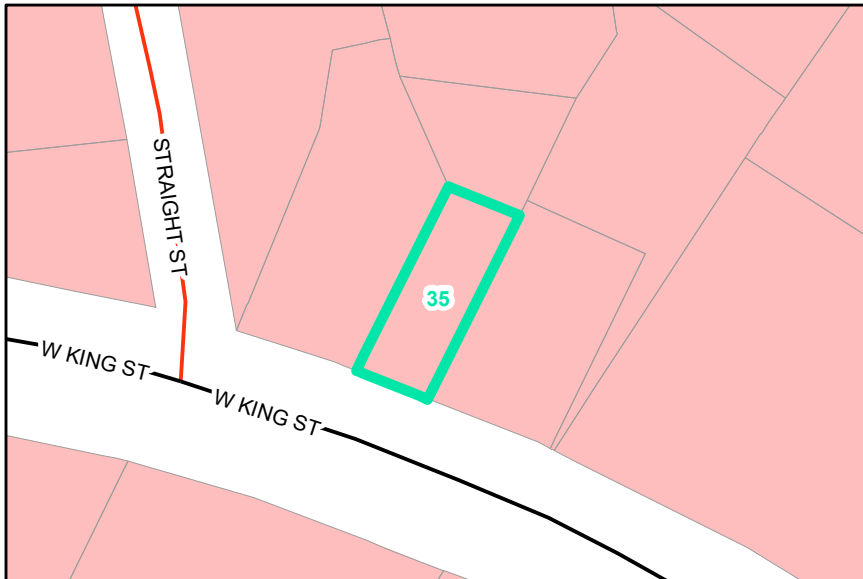


Map ID: 35
PIN: 2900-79-2905-000
Address: 898 W KING ST
Property Owner: SHOEMAKER, LAURA A

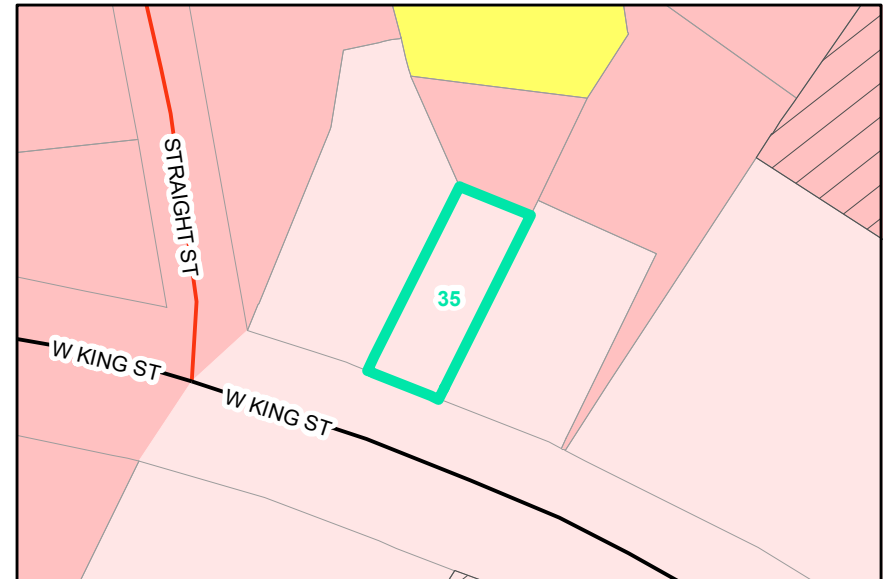
Current Zoning: B1 Central Business
Current Use: Retail
Proposed Zoning: B1 Downtown Core
Historic District: No



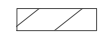
Overview



Current Zoning

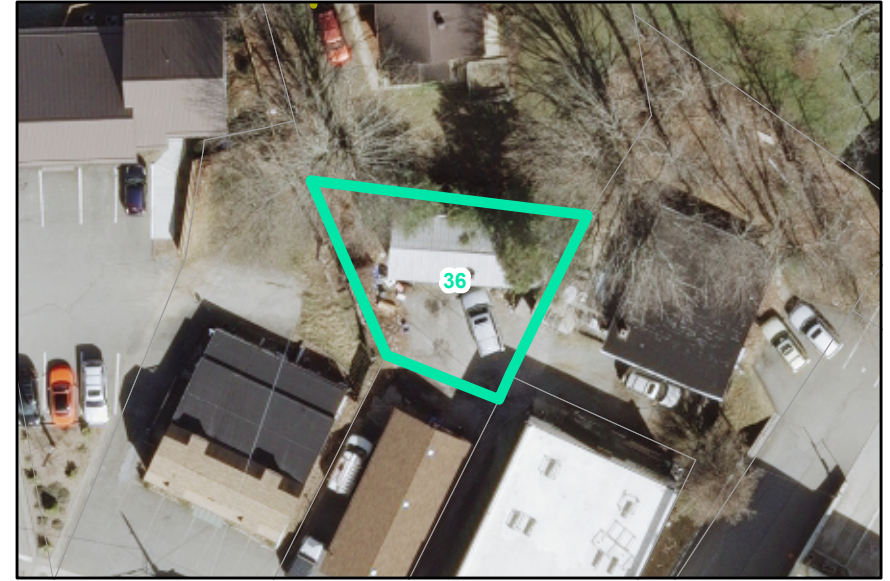


Proposed Zoning

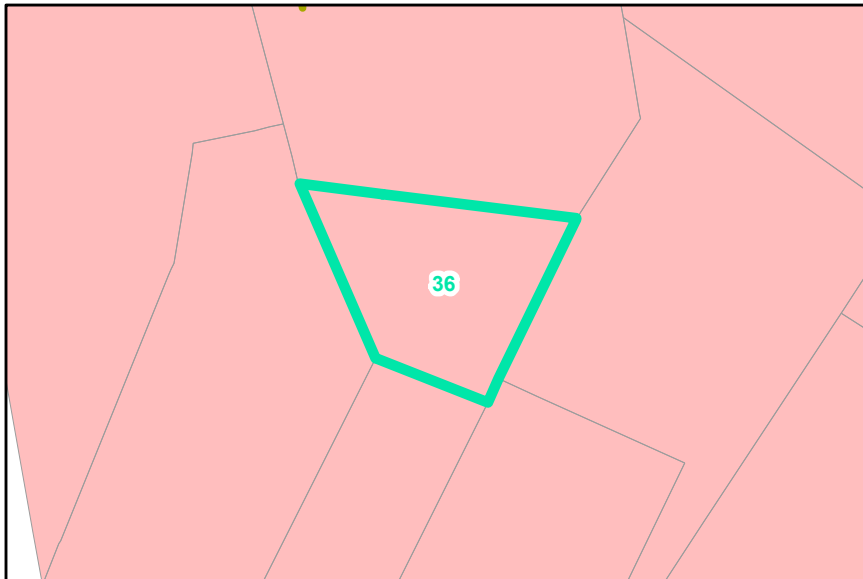


Map ID: 36
PIN: 2901-70-2010-000
Address: 896 W KING ST
Property Owner: DLLFT, LLC

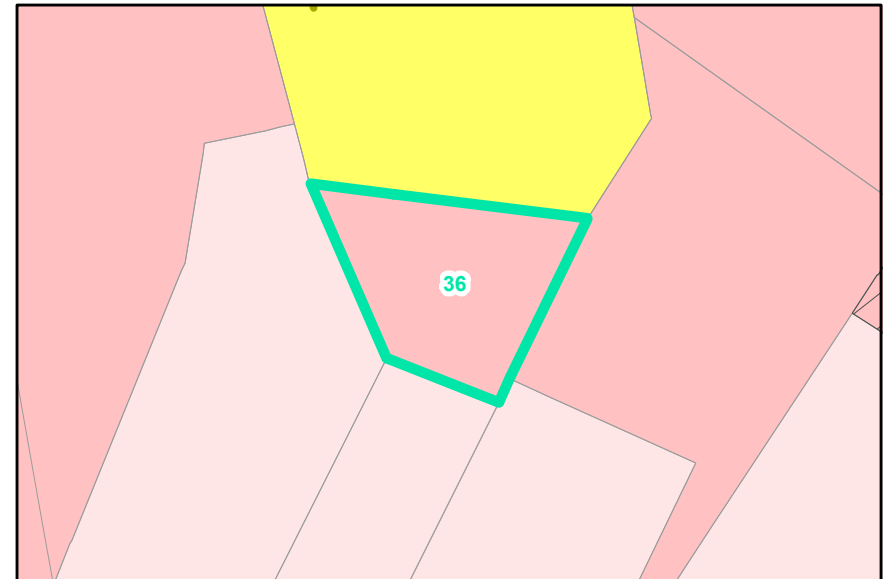
Current Zoning: B1 Central Business
Current Use: Single-Family/Two-Family
Proposed Zoning: B1 Downtown Interface
Historic District: No



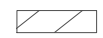
Overview



Current Zoning



Proposed Zoning

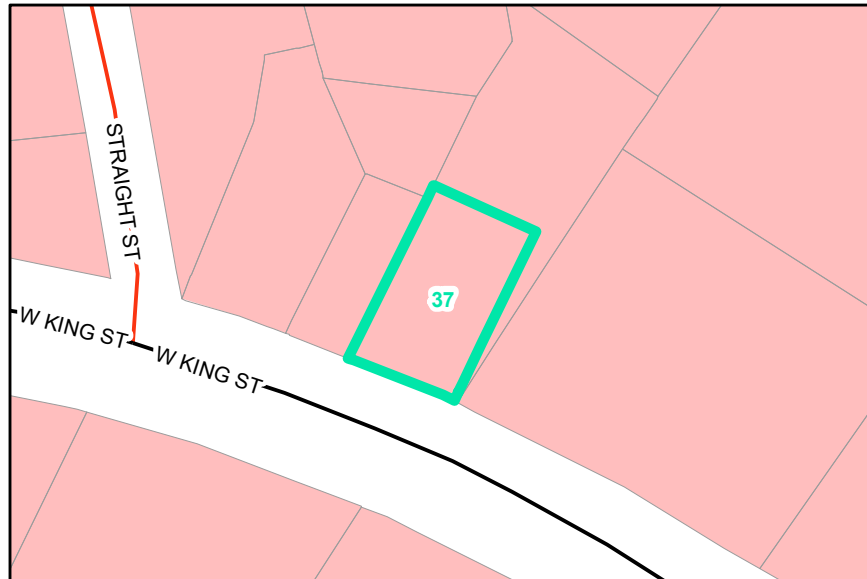


Map ID: 37
PIN: 2900-79-2965-000
Address: 890 W KING ST
Property Owner: JDL HENSON, LLC

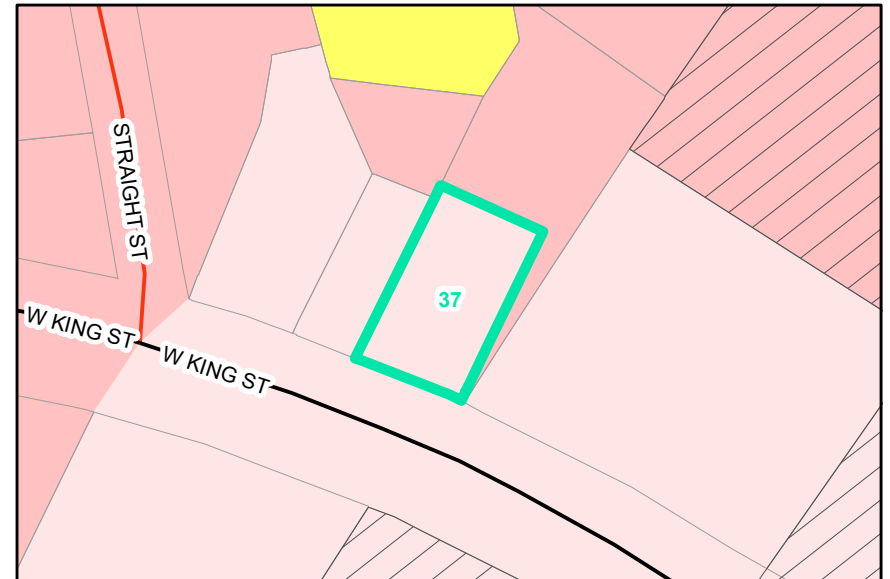
Current Zoning: B1 Central Business
Current Use: Business/Professional Office
Proposed Zoning: B1 Downtown Core
Historic District: No



Overview



Current Zoning



Proposed Zoning



Map ID: 38

PIN: 2901-70-2082-000

Address: 894 W KING ST

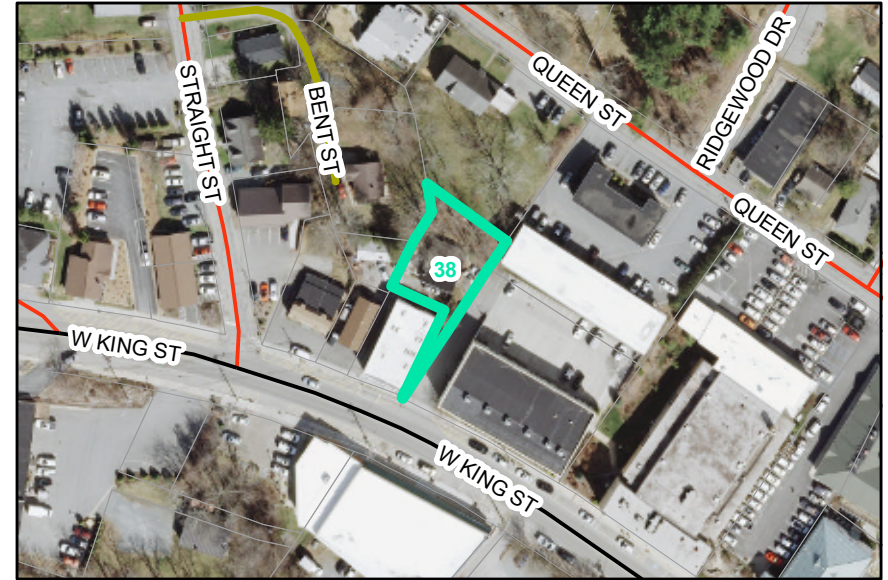
Property Owner: EGGERS, STACY C IV, EGGERS, KIMBERLY M

Current Zoning: B1 Central Business

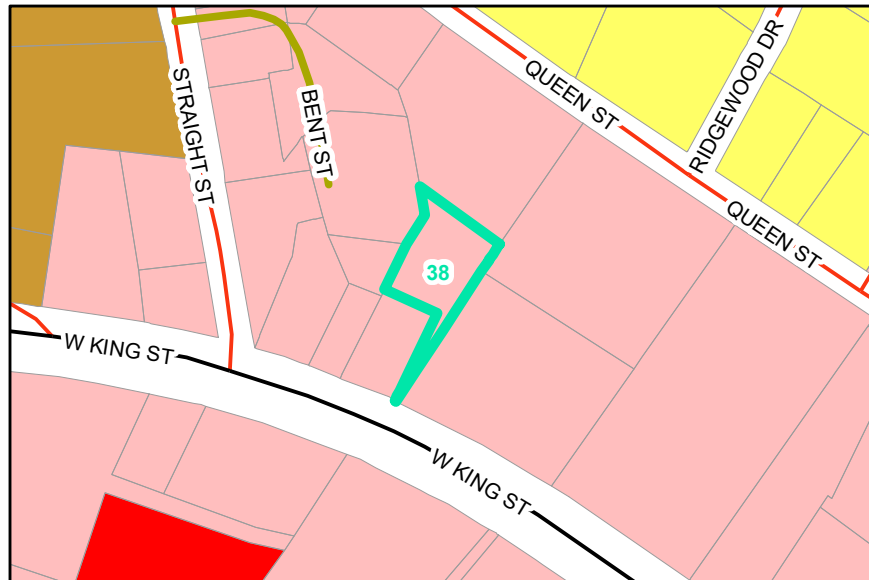
Current Use: Single-Family/Two-Family

Proposed Zoning: B1 Downtown Interface

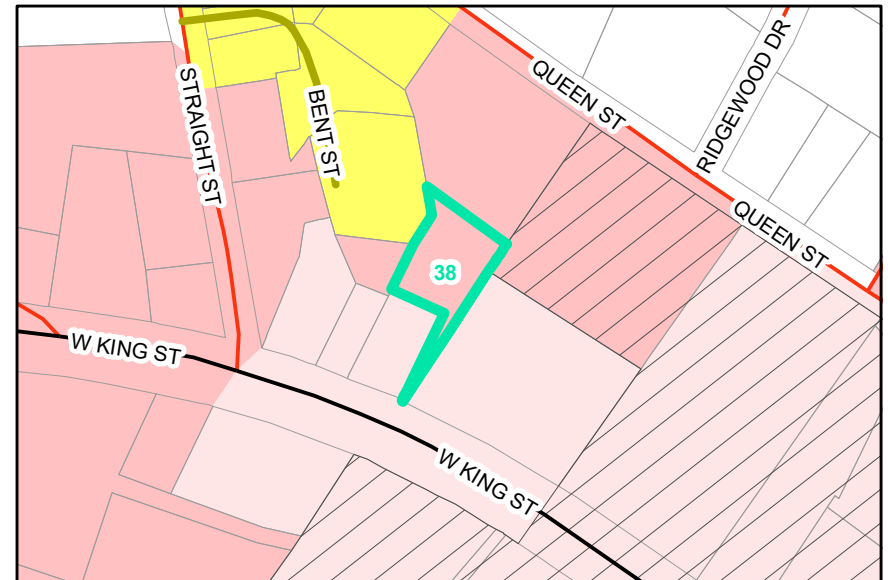
Historic District: No



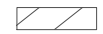
Overview



Current Zoning



Proposed Zoning



Map ID: 39

PIN: 2901-70-2222-000

Address: 431 QUEEN ST

Property Owner: STACY, DUSTIN N, STACY, SHARON B

Current Zoning: B1 Central Business

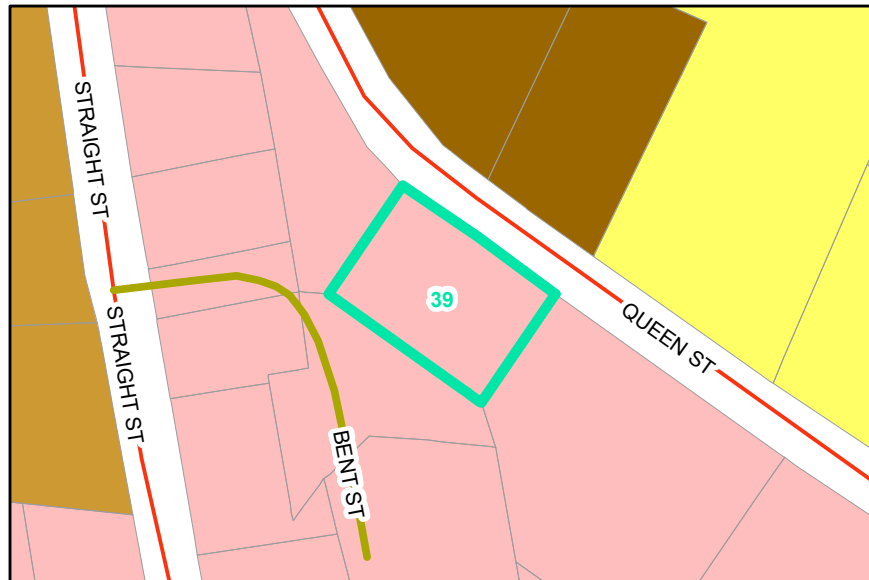
Current Use: Single-Family/Two-Family

Proposed Zoning: R1A

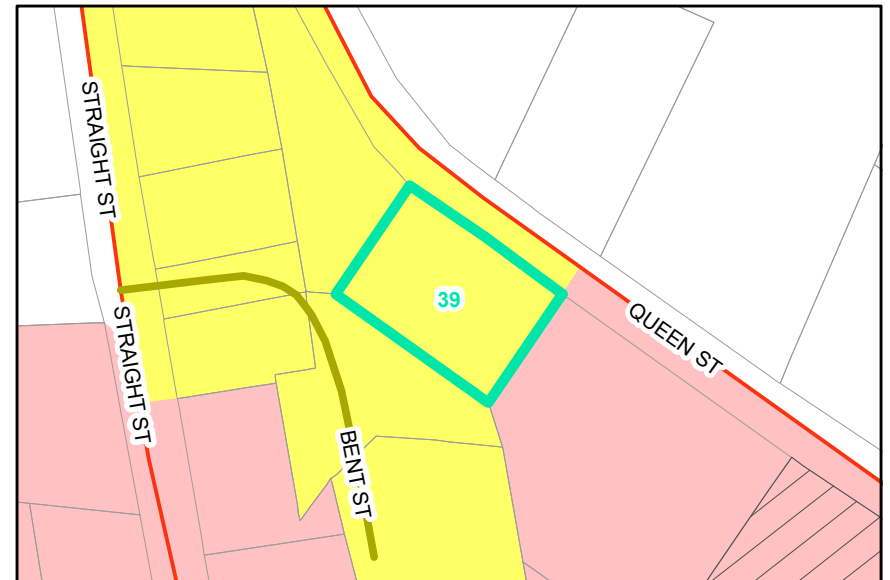
Historic District: No



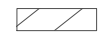
Overview



Current Zoning



Proposed Zoning



Map ID: 40

PIN: 2901-70-3107-000

Address: 415 QUEEN ST

Property Owner: STACY, DUSTIN N, STACY, SHARON B

Current Zoning: B1 Central Business

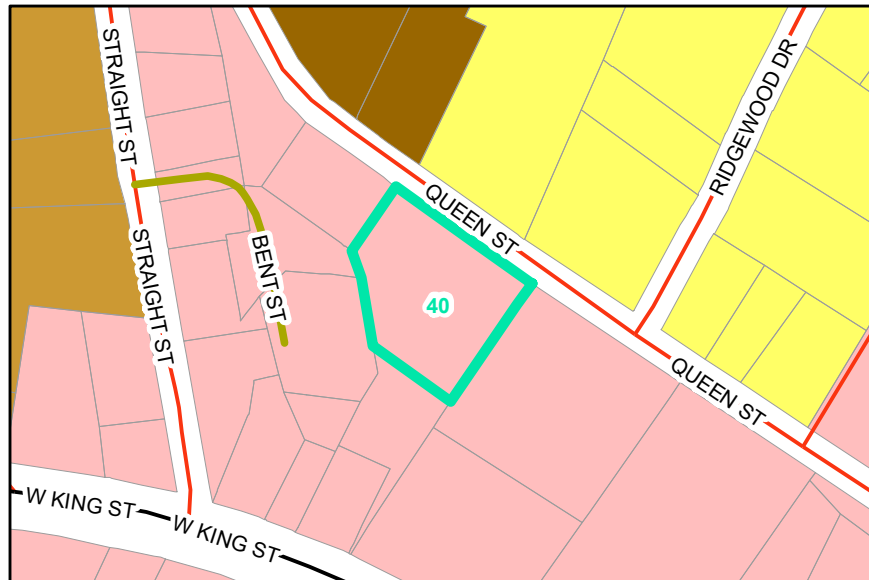
Current Use: Business/Professional Office

Proposed Zoning: B1 Downtown Interface

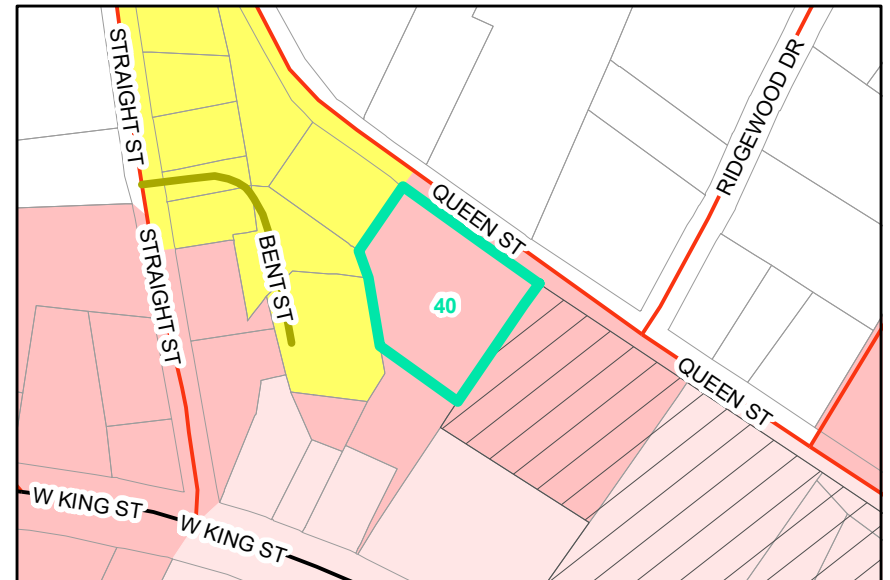
Historic District: No



Overview



Current Zoning



Proposed Zoning



Map ID: 41

PIN: 2900-79-4939-000

Address: 870 W KING ST

Property Owner: COURTHOUSE KING LLC

Current Zoning: B1 Central Business

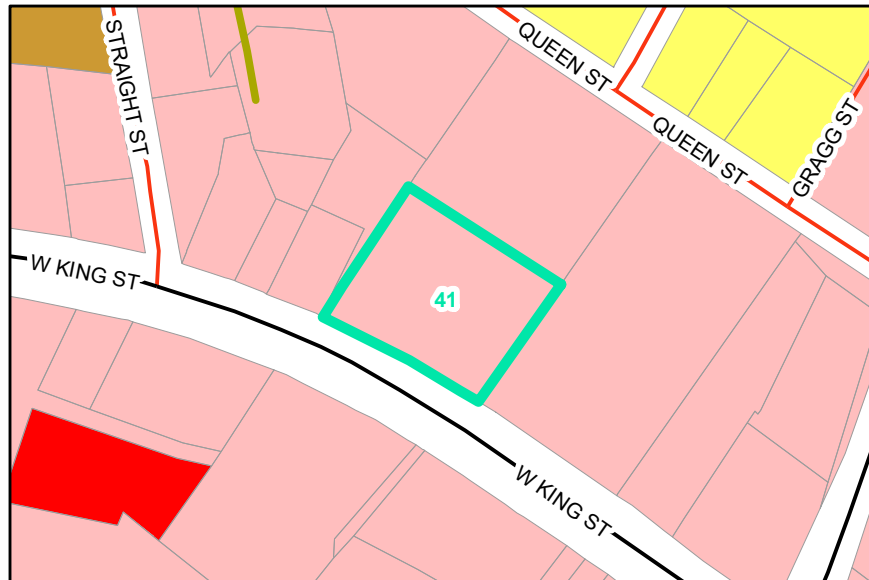
Current Use: Mixed-Use Multi-Family And Commercial

Proposed Zoning: B1 Downtown Core

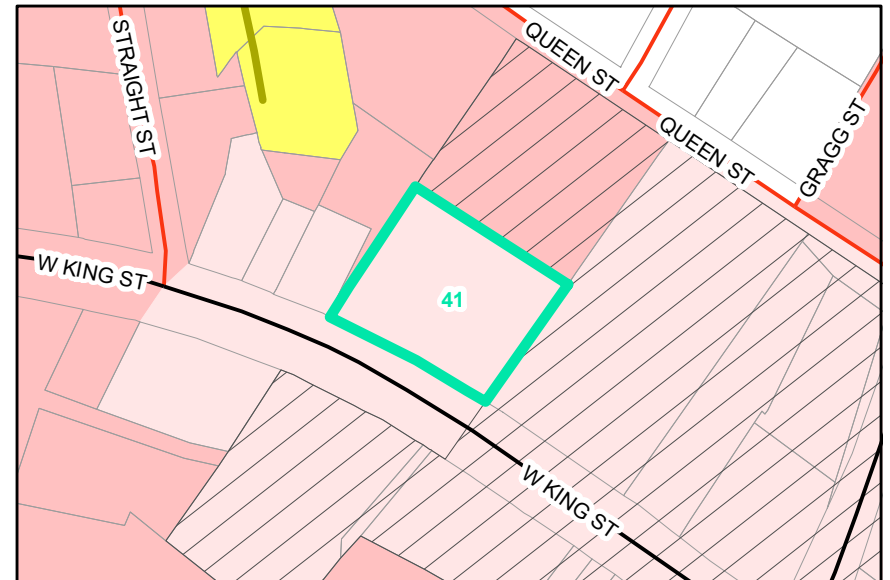
Historic District: No



Overview



Current Zoning

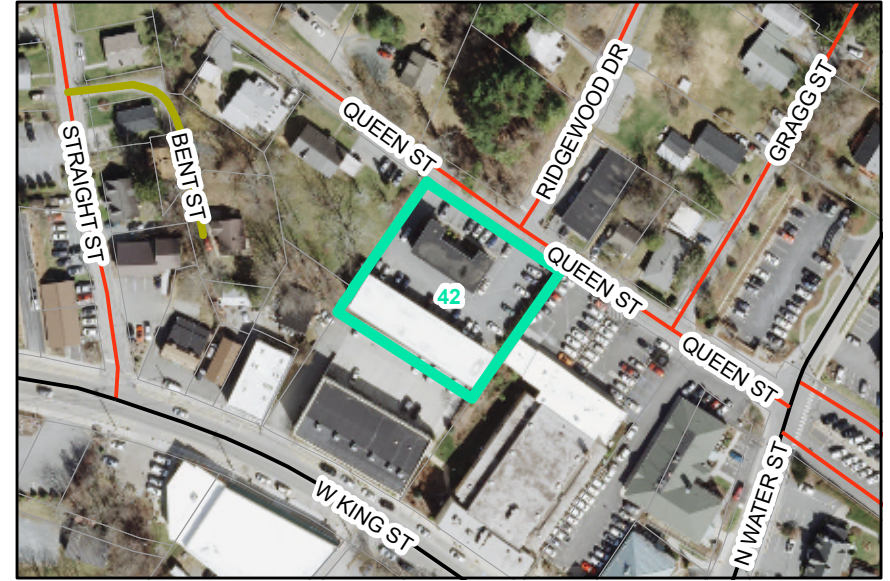


Proposed Zoning

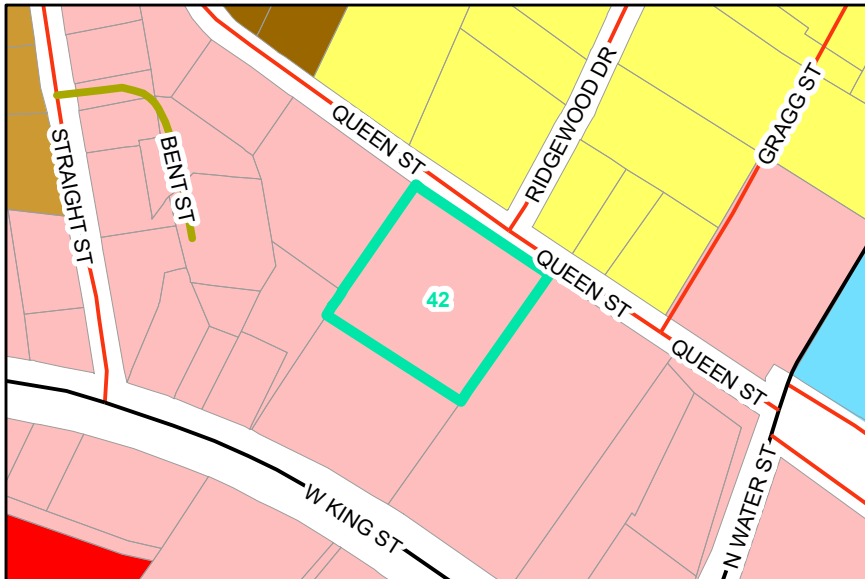


Map ID: 42
PIN: 2901-70-5111-000
Address: 385 QUEEN ST
Property Owner: JMF REALTY LLC

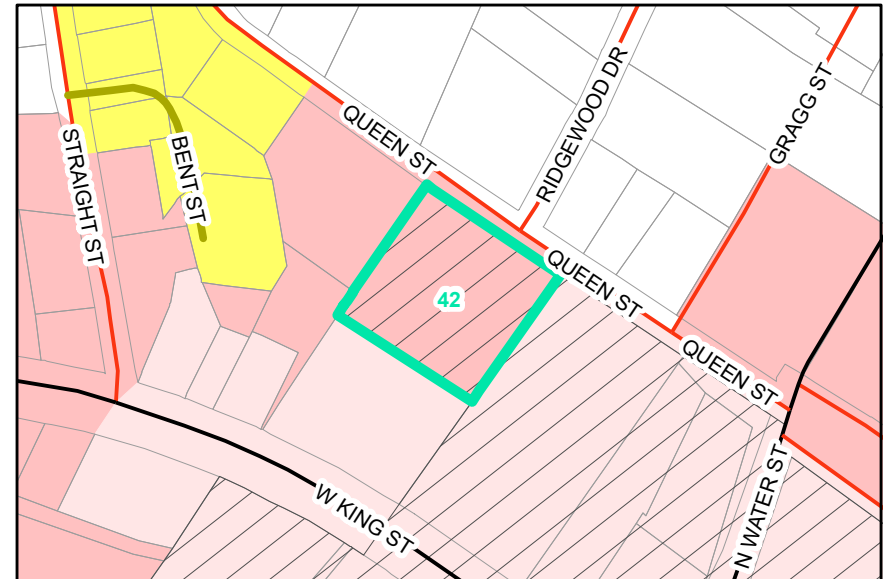
Current Zoning: B1 Central Business
Current Use: Multi-Family
Proposed Zoning: B1 Downtown Interface
Historic District: Yes



Overview



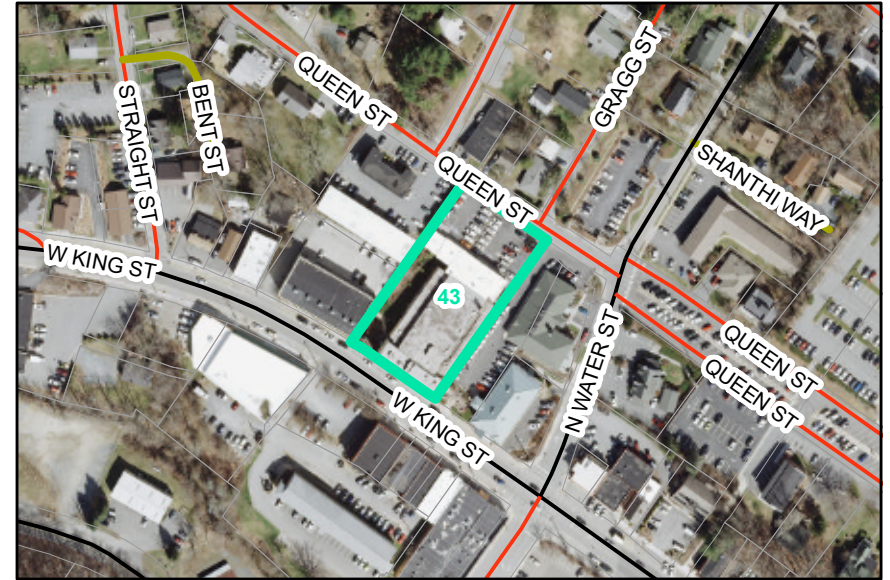
Current Zoning



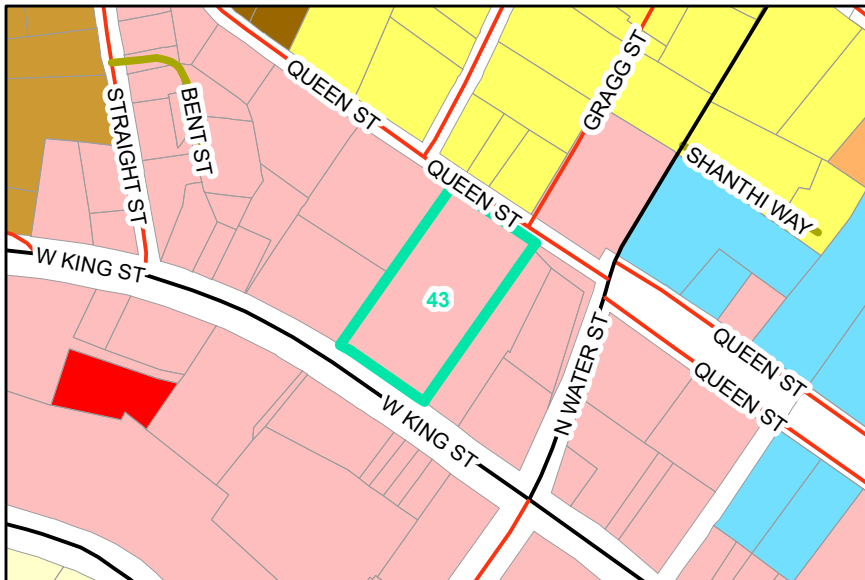
Proposed Zoning

Map ID: 43
PIN: 2900-79-6809-000
Address: 842 W KING ST
Property Owner: WATAUGA COUNTY

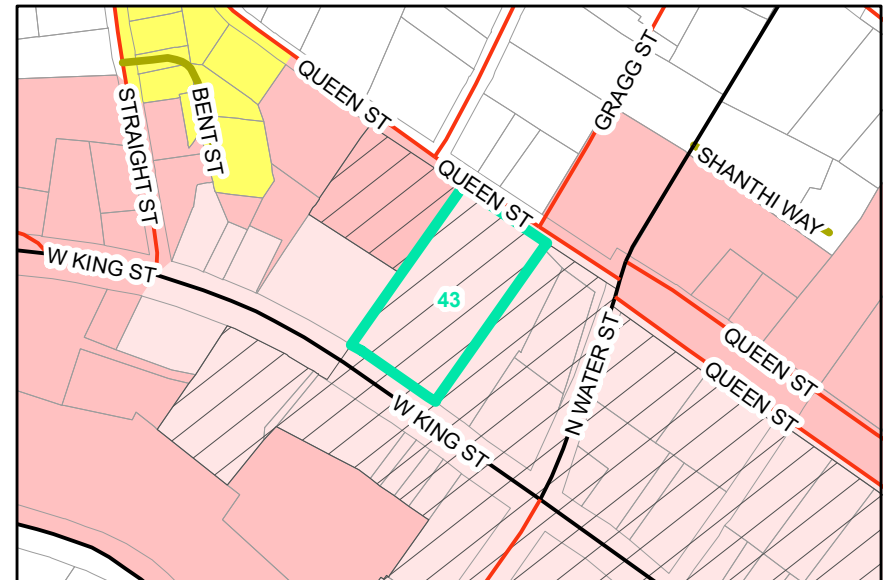
Current Zoning: B1 Central Business
Current Use: Government Use
Proposed Zoning: B1 Downtown Core
Historic District: Yes



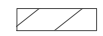
Overview



Current Zoning

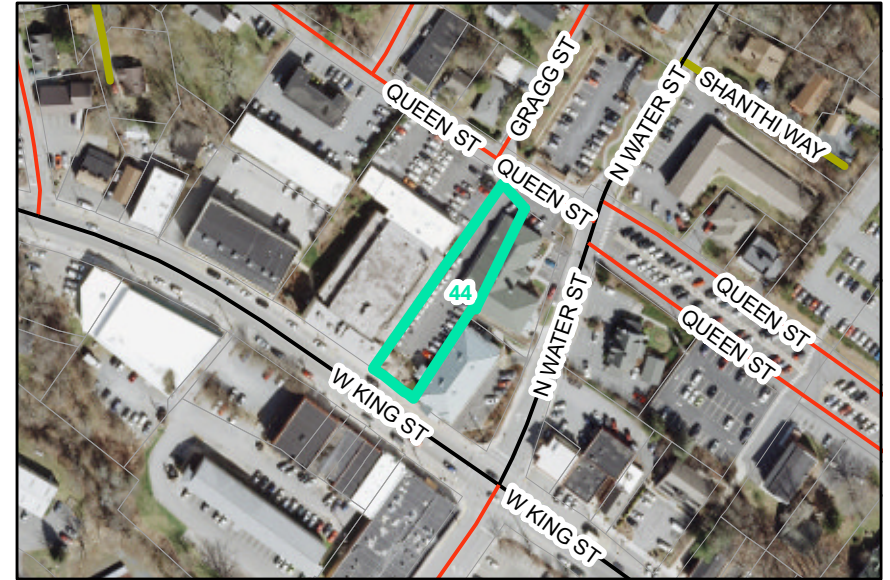


Proposed Zoning

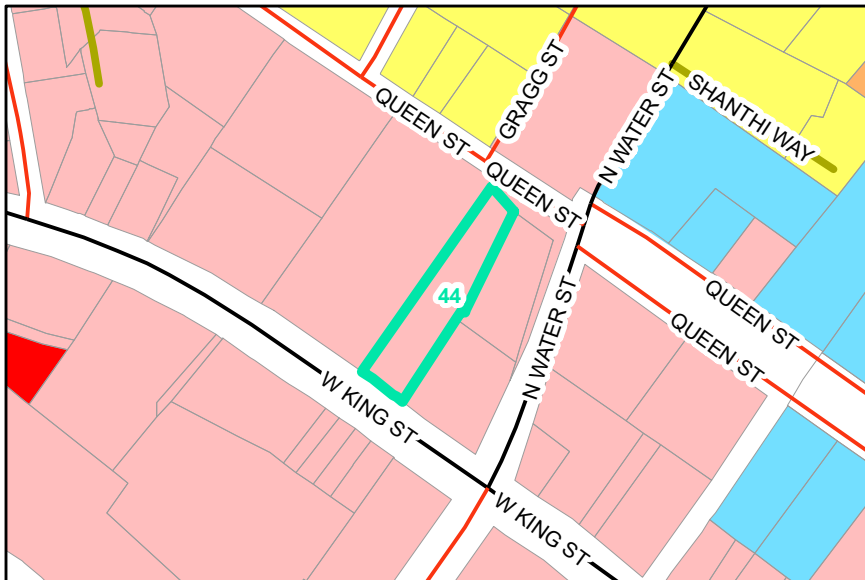


Map ID: 44
PIN: 2900-79-6980-000
Address: 842 W KING ST
Property Owner: WATAUGA COUNTY

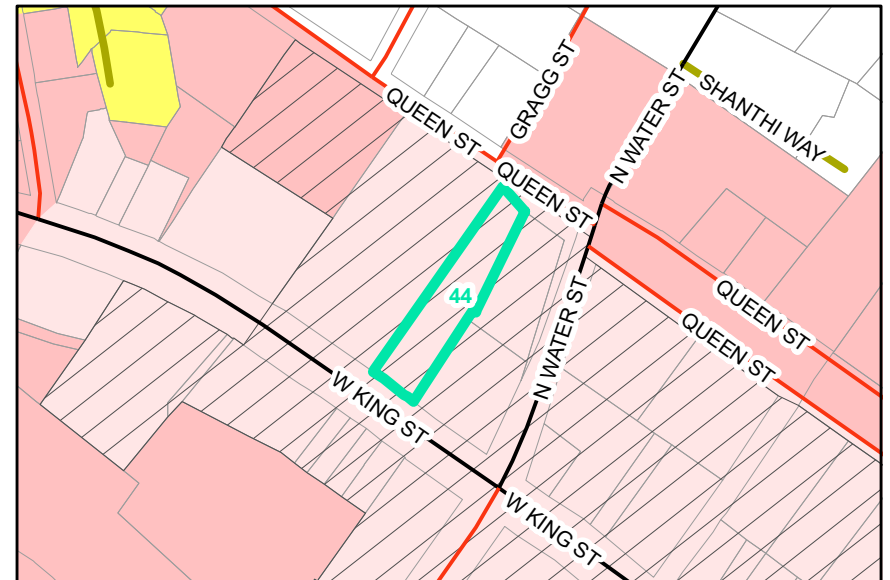
Current Zoning: B1 Central Business
Current Use: Government Use
Proposed Zoning: B1 Downtown Core
Historic District: Yes



Overview



Current Zoning



Proposed Zoning

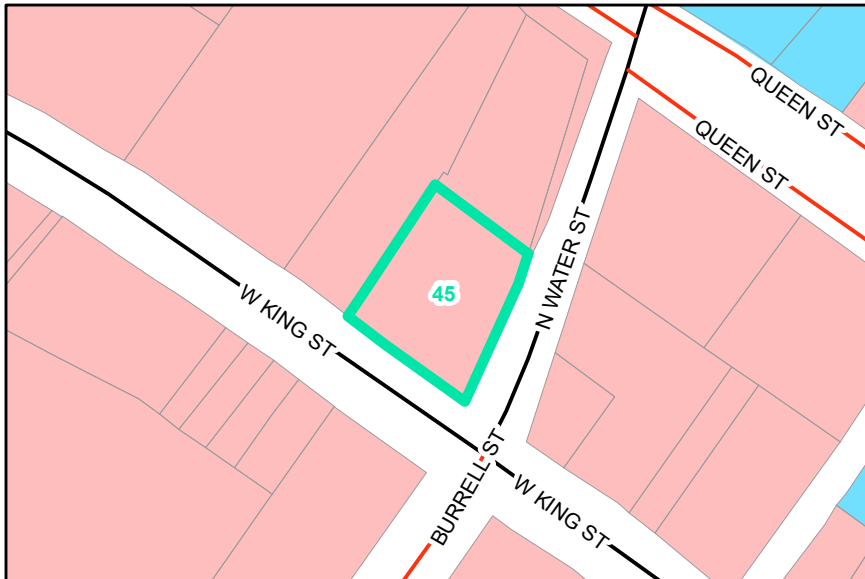


Map ID: 45
PIN: 2900-79-6741-000
Address: 814 W KING ST
Property Owner: WATAUGA COUNTY

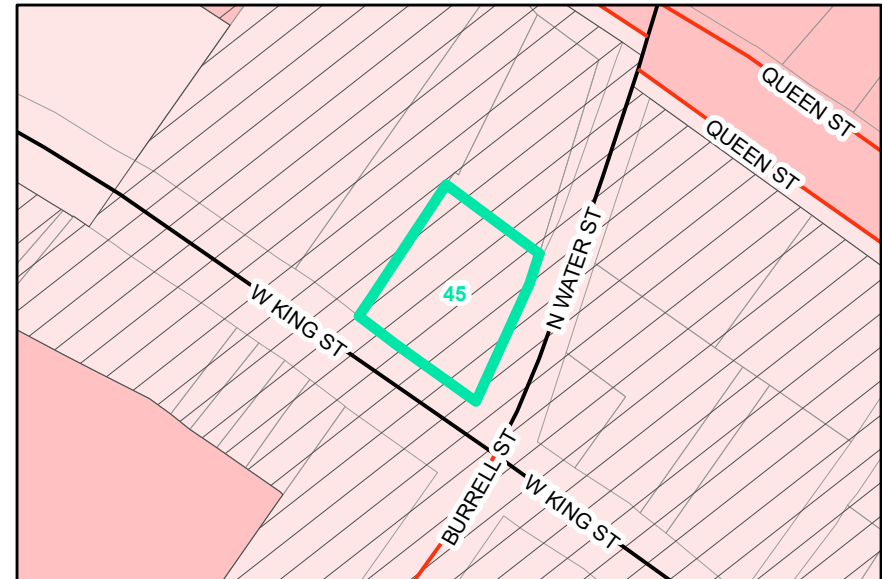
Current Zoning: B1 Central Business
Current Use: Government Use
Proposed Zoning: B1 Downtown Core
Historic District: Yes



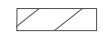
Overview



Current Zoning

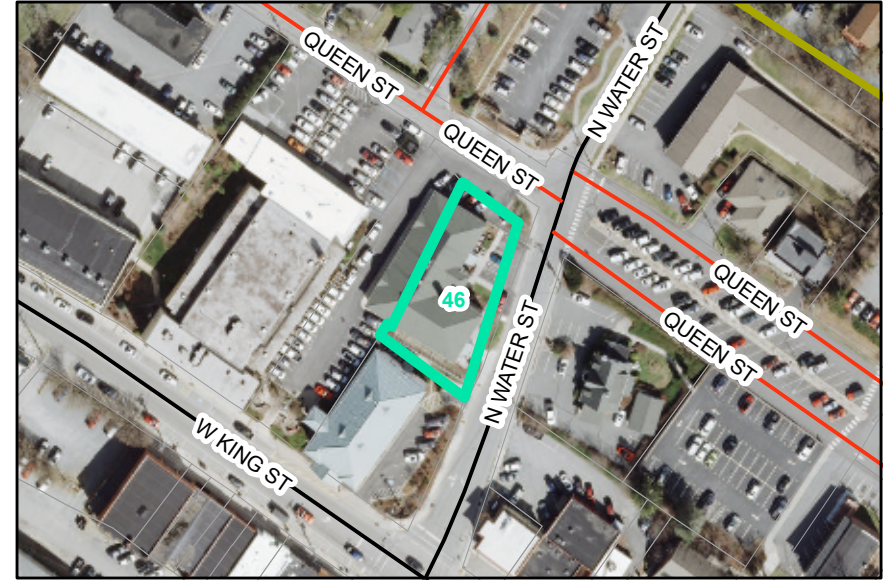


Proposed Zoning

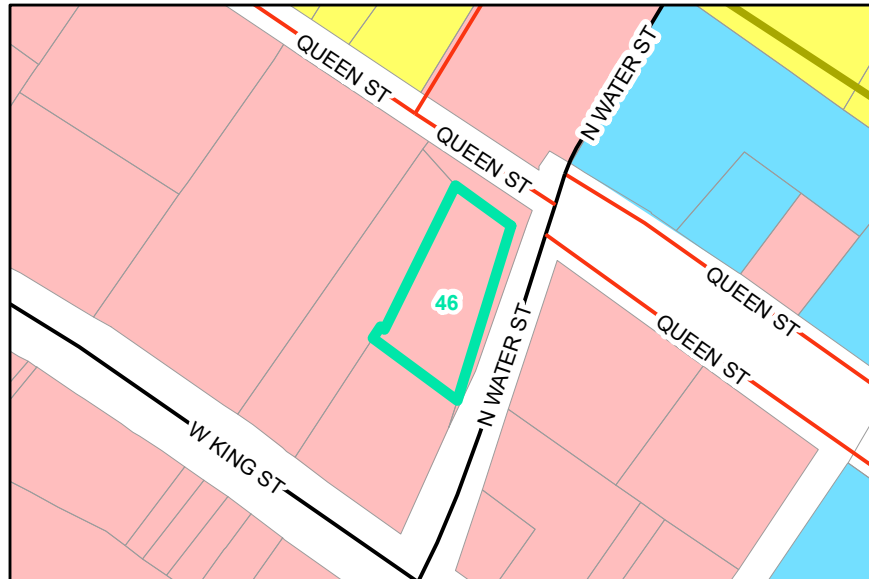


Map ID: 46
PIN: 2900-79-6809-000
Address: 842 W KING ST
Property Owner: WATAUGA COUNTY

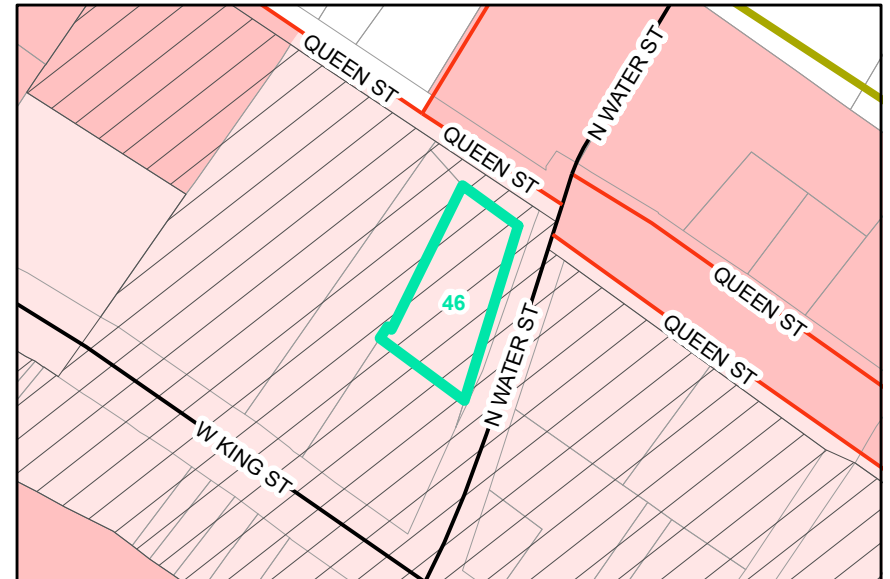
Current Zoning: B1 Central Business
Current Use: Government Use
Proposed Zoning: B1 Downtown Core
Historic District: Yes



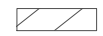
Overview



Current Zoning



Proposed Zoning

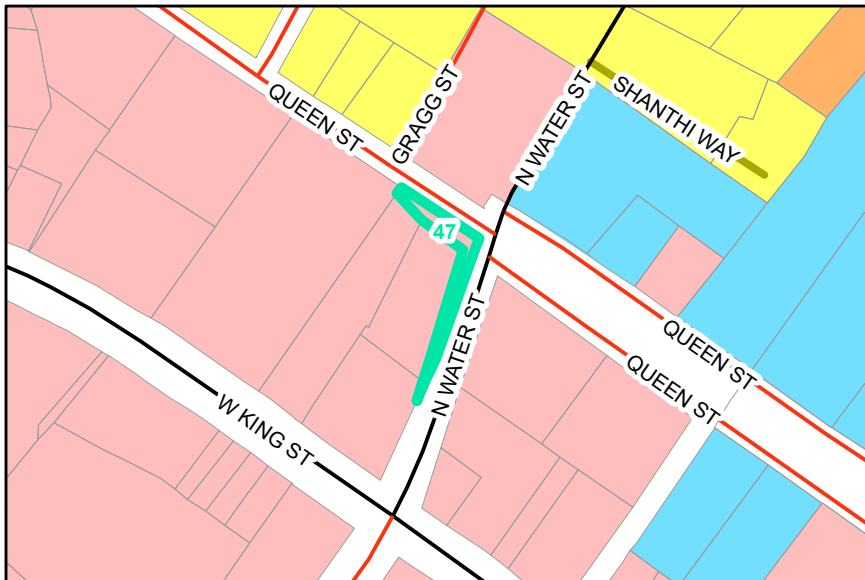


Map ID: 47
PIN: 2900-79-7988-000
Address: 842 W KING ST
Property Owner: WATAUGA COUNTY

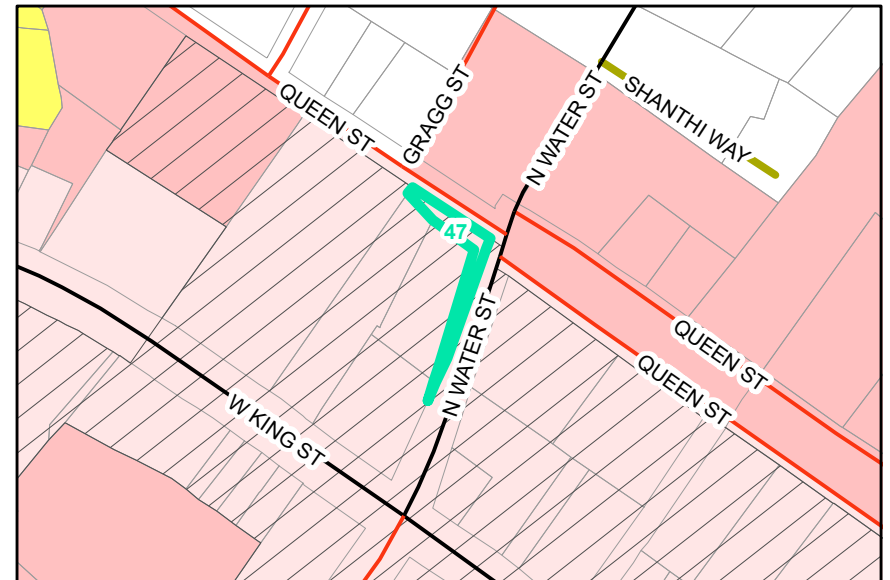
Current Zoning: B1 Central Business
Current Use: Government Use
Proposed Zoning: B1 Downtown Core
Historic District: Yes



Overview



Current Zoning



Proposed Zoning



Map ID: 48

PIN: 2901-70-7065-000

Address:

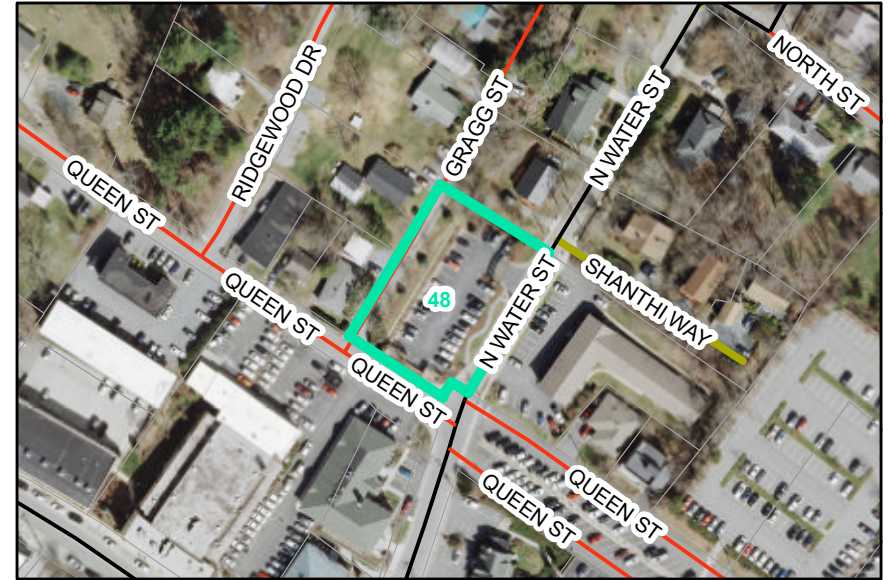
Property Owner: WATAUGA COUNTY

Current Zoning: B1 Central Business

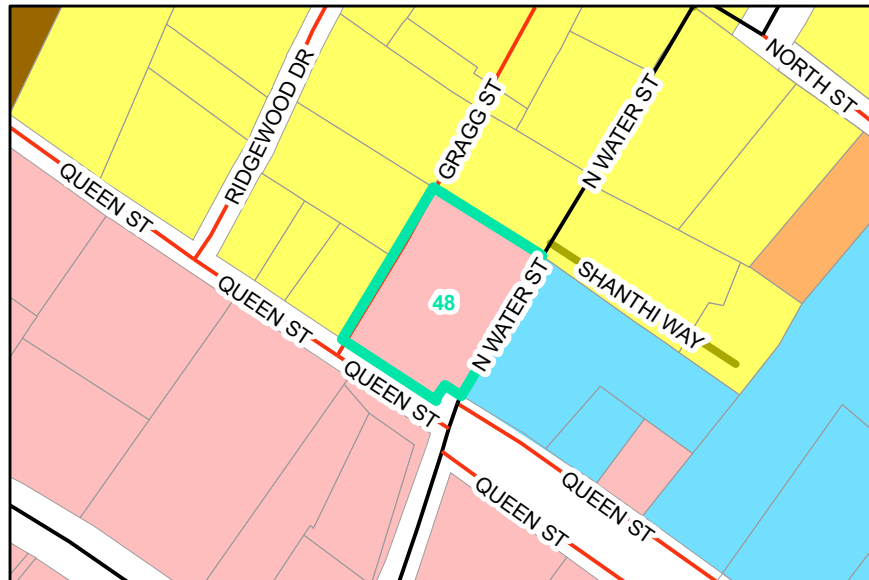
Current Use: Government Use

Proposed Zoning: B1 Downtown Interface

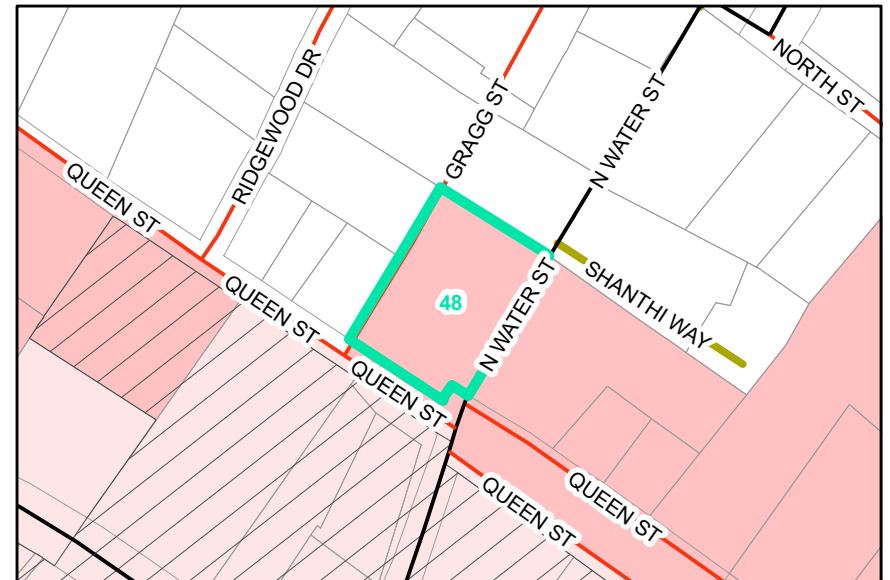
Historic District: No



Overview



Current Zoning

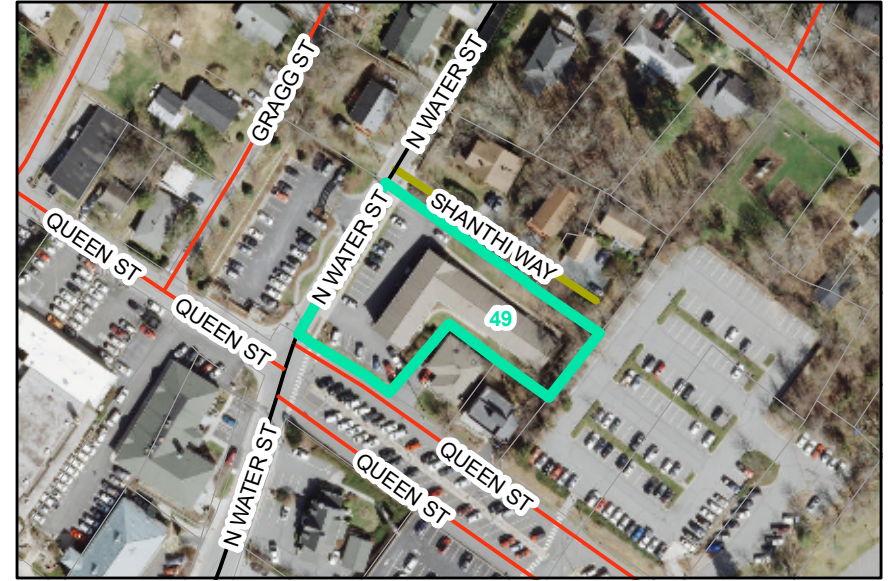


Proposed Zoning

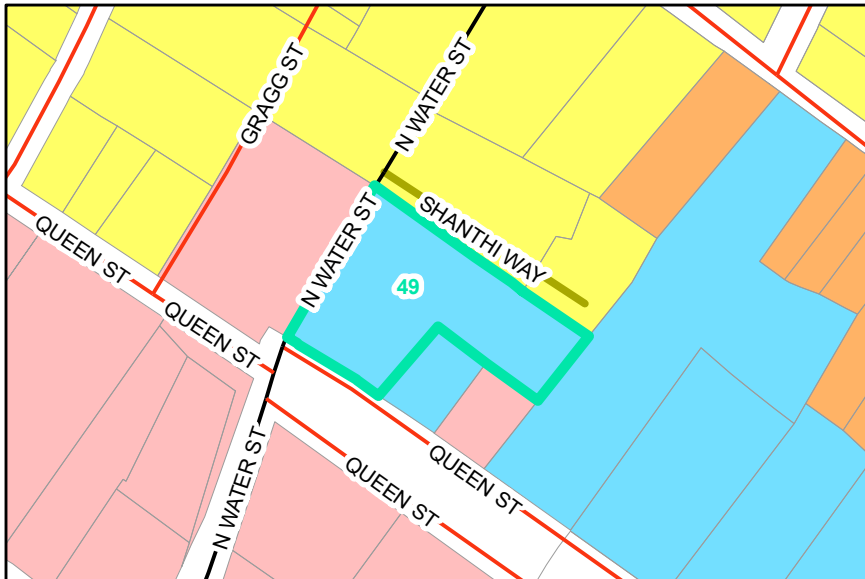


Map ID: 49
PIN: 2900-79-8954-000
Address: 184 N WATER ST
Property Owner: SON ENTERPRISES INC.

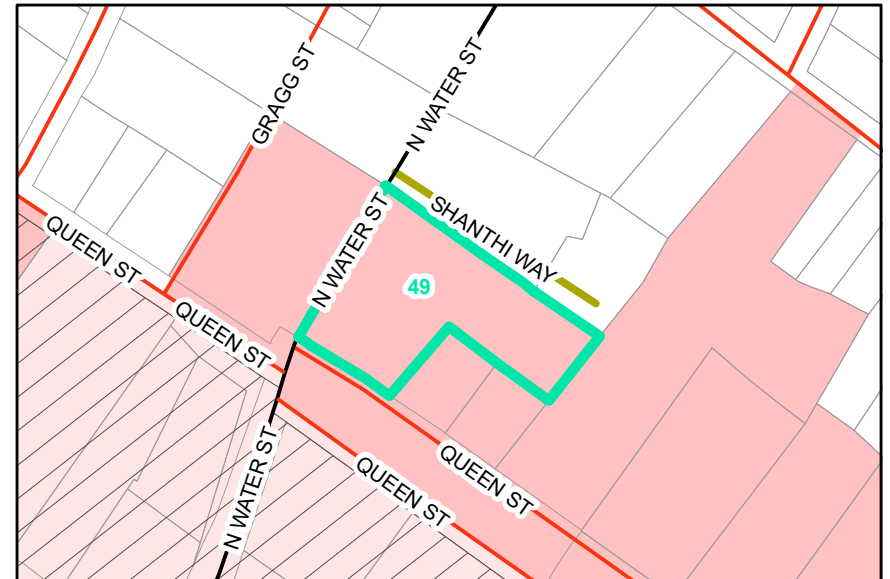
Current Zoning: OI Office / Institutional
Current Use: Business/Professional Office
Proposed Zoning: B1 Downtown Interface
Historic District: No



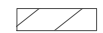
Overview



Current Zoning



Proposed Zoning

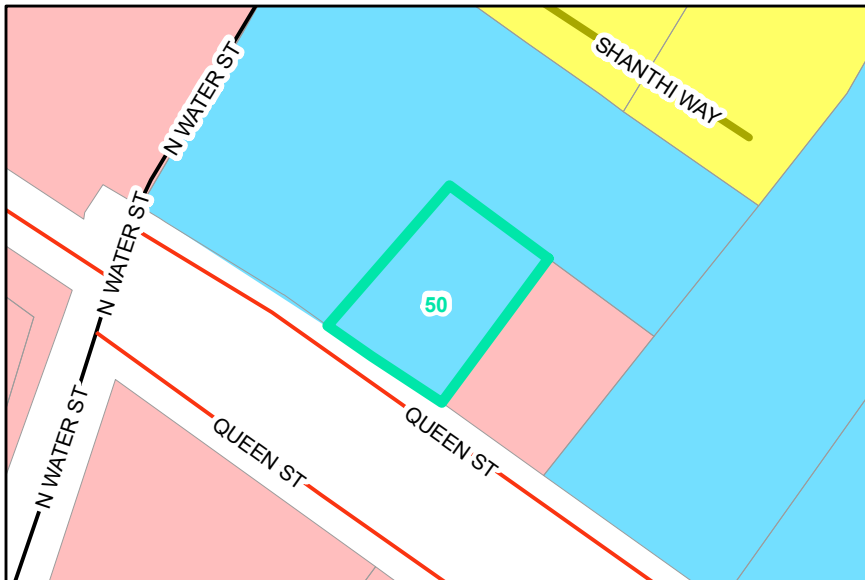


Map ID: 50
PIN: 2900-79-9828-000
Address: 290 QUEEN ST
Property Owner: MAR KIDS LTD PTNRP

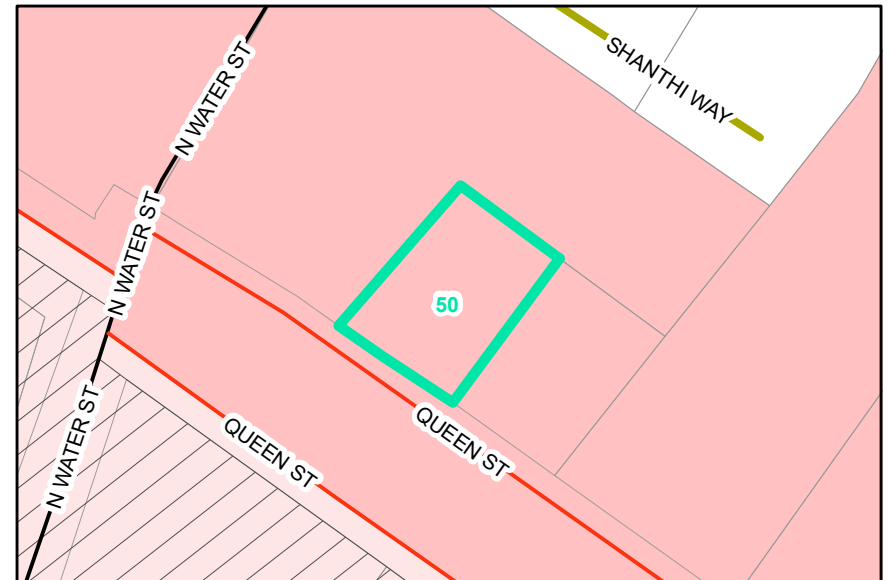
Current Zoning: OI Office / Institutional
Current Use: Business/Professional Office
Proposed Zoning: B1 Downtown Interface
Historic District: No



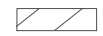
Overview



Current Zoning

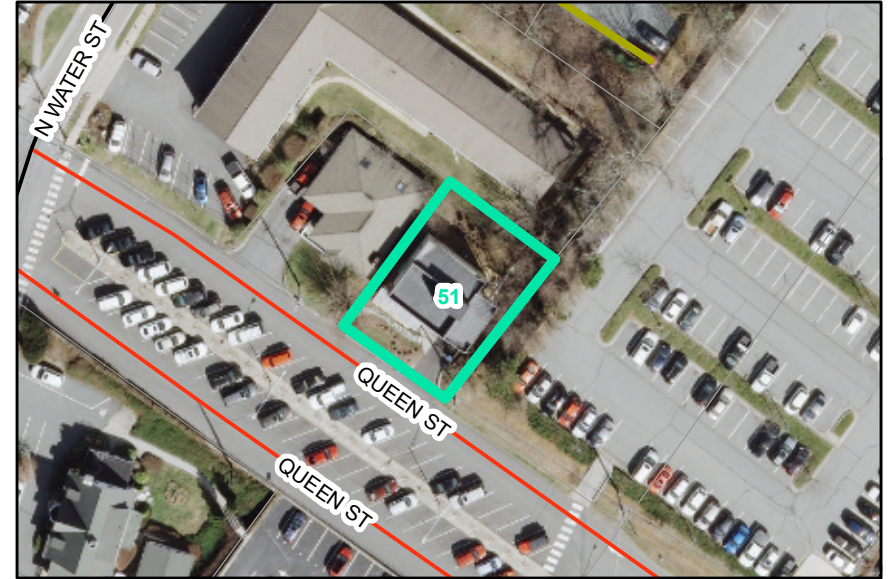


Proposed Zoning

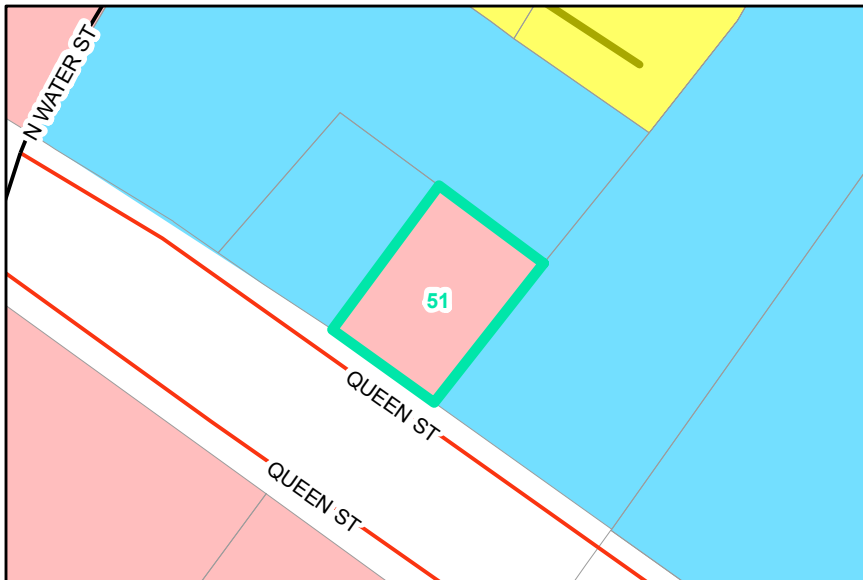


Map ID: 51
PIN: 2900-79-9876-000
Address: 280 QUEEN ST
Property Owner: JAZZ BABY HOLDINGS, LLC

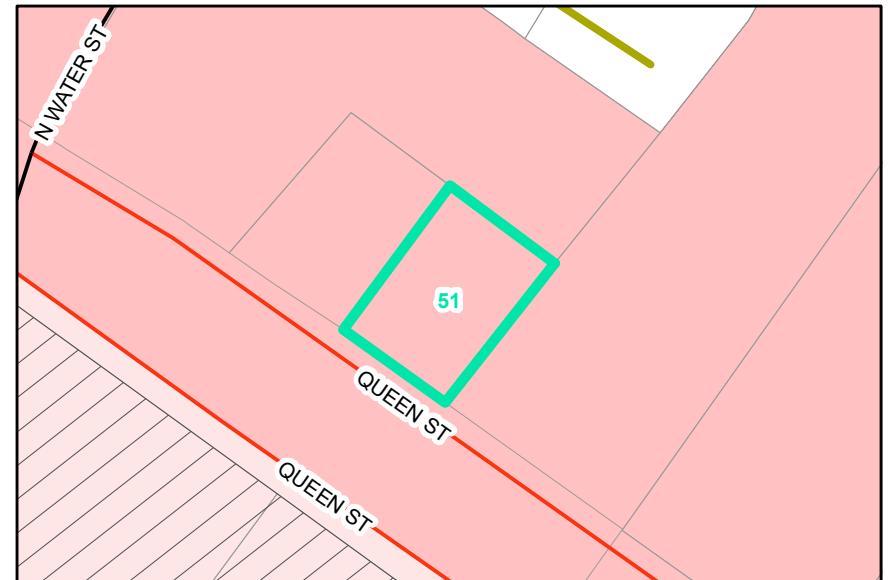
Current Zoning: B1 Central Business
Current Use: Business/Professional Office
Proposed Zoning: B1 Downtown Interface
Historic District: No



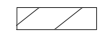
Overview



Current Zoning



Proposed Zoning

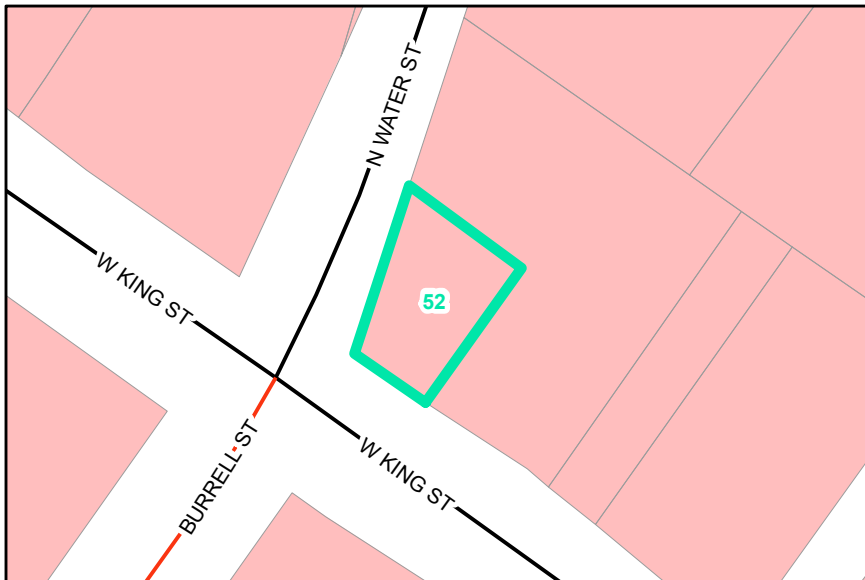


Map ID: 52
PIN: 2900-79-7622-000
Address: 784 W KING ST
Property Owner: KASTT, LLC

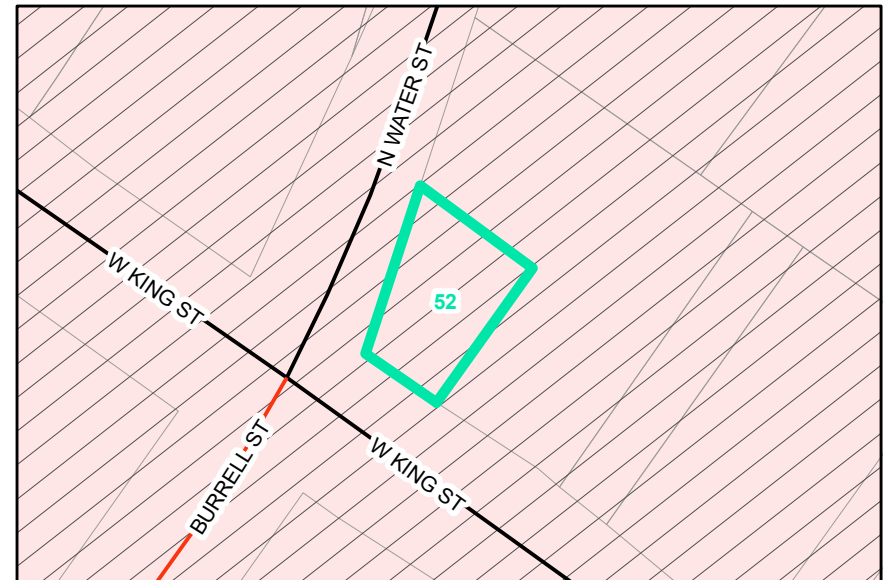
Current Zoning: B1 Central Business
Current Use: Restaurant
Proposed Zoning: B1 Downtown Core
Historic District: Yes



Overview



Current Zoning



Proposed Zoning



Map ID: 53

PIN: 2900-79-7694-000

Address: 768 W KING ST

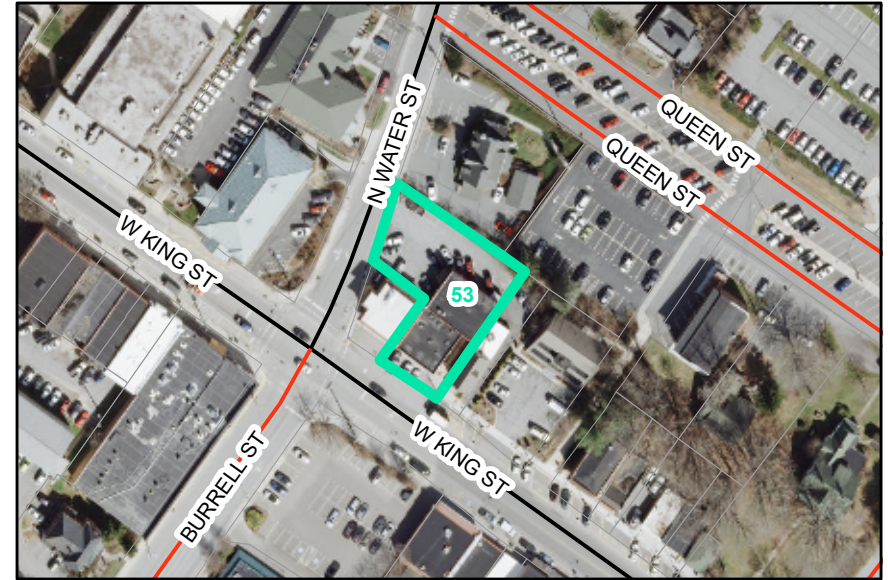
<BOL>Property Owner: </BOL>G&T FAMILY LLC

Current Zoning: B1 Central Business

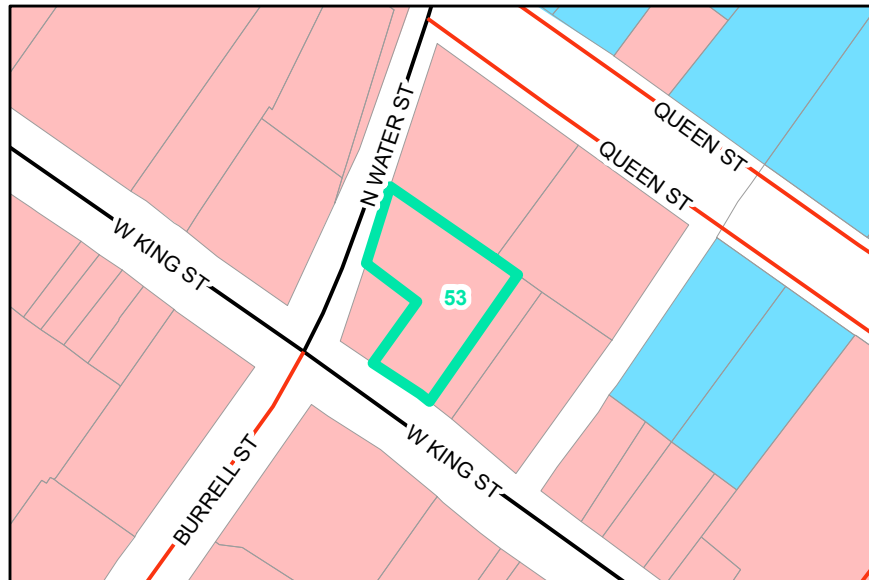
Current Use: Mixed-Use Commercial

Proposed Zoning: B1 Downtown Core

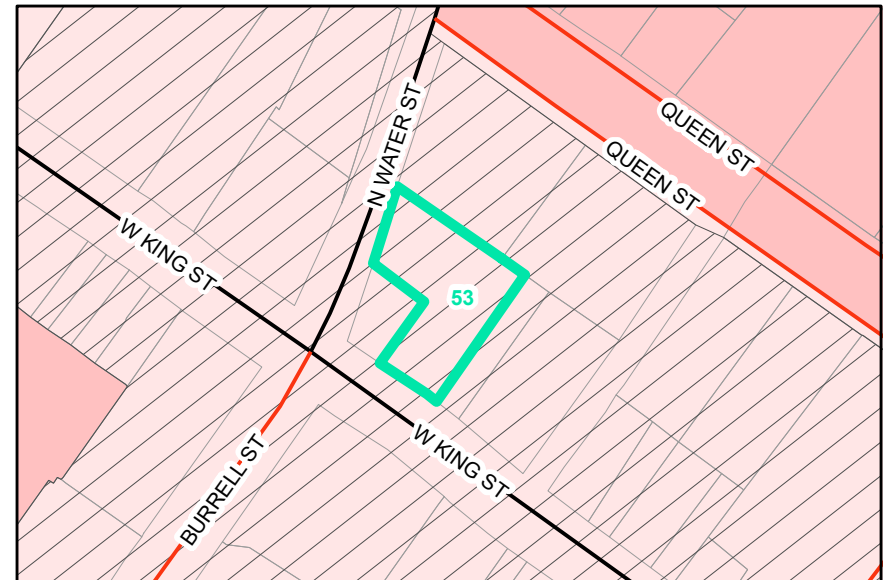
Historic District: Yes



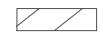
Overview



Current Zoning

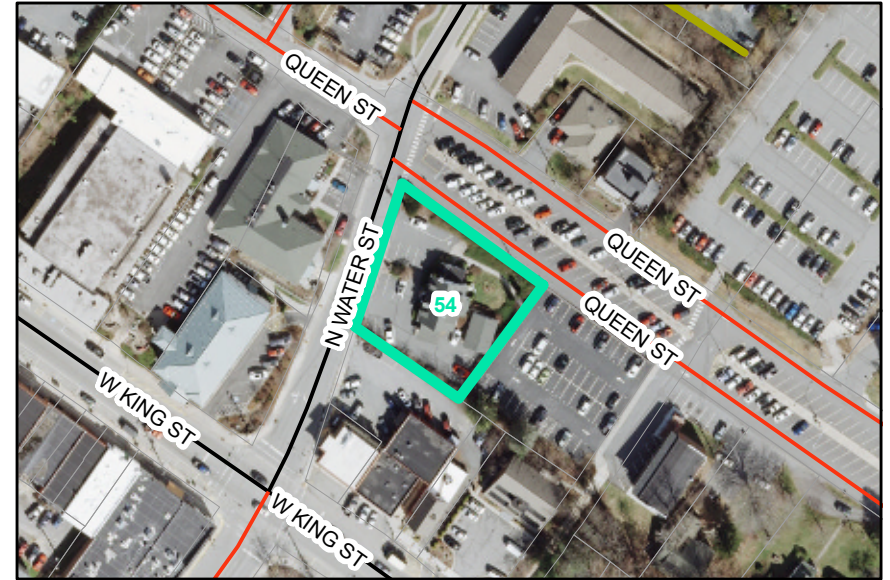


Proposed Zoning

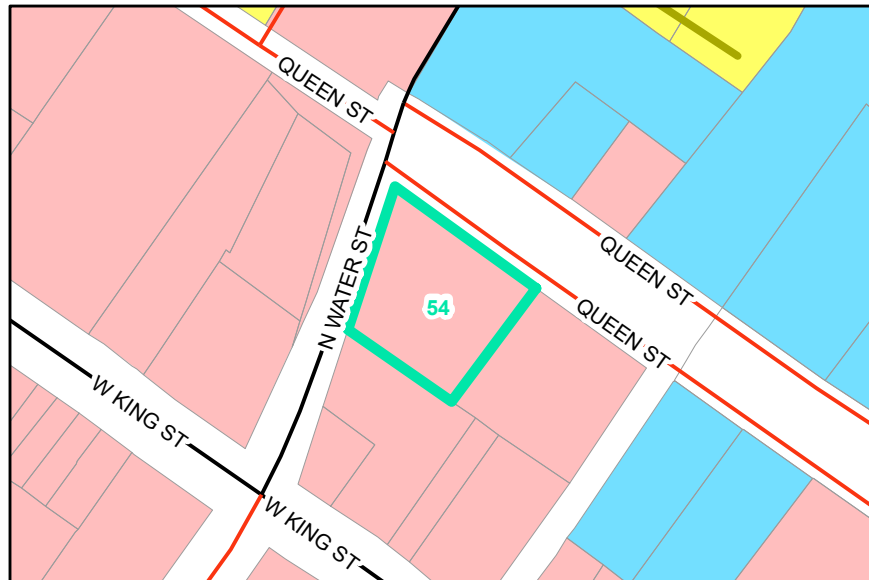


Map ID: 54
PIN: 2900-79-8884-000
Address: 136 N WATER ST
Property Owner: WATAUGA COUNTY

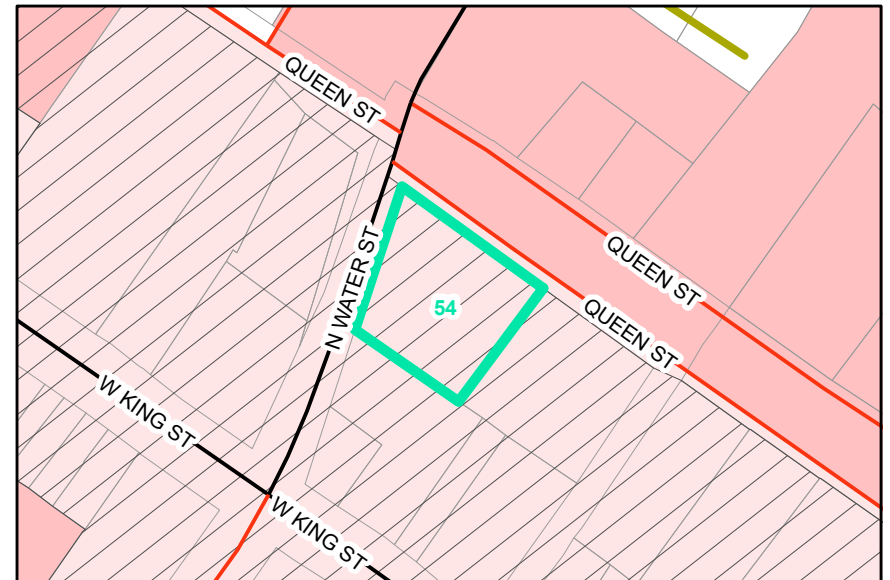
Current Zoning: B1 Central Business
Current Use: Government Use
Proposed Zoning: B1 Downtown Core
Historic District: Yes



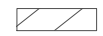
Overview



Current Zoning



Proposed Zoning



Recap & Priorities

2:45 pm

Sustainability Transition 4:00 pm