Town of Boone
Town Council
Regular Meeting
5:00 PM Council Work Session
6:00 PM Public Comment and Regular Business
September 23, 2026
Town Council Chambers
1500 Blowing Rock Road

1. **5:00 p.m. Council Work Session**
2. **Call to Order**
3. **Moment of Silence**
4. **Work Session**
   A. Discussion Regarding Town-owned Property & Office Space
5. **6:00 p.m. Regular Business Agenda and Public Comment**
6. **Announcements**
7. **Tentative Agenda Adoption**
8. **Public Comment**
9. **Approval of Items on Consent Agenda**
   A. Approval of Minutes
   B. Approval of Proclamation - Dolly Parton Day
10. **Planning Matters**
    A. Consideration of July 27, 2026 Public Hearing Case
11. **Council Matters**
    A. Update on Town Manager Hiring Process
    B. Discussion Regarding Rental Payments & Minimum Housing Codes
    C. Recommendation for the Award of Janitorial Services Agreement
    D. Monthly Financial Update
    E. Consideration of Agreement - NCLM
    F. Consideration of amendment to Town Code § 50.291 regarding extension of water or sewer service to state-owned properties.
    G. Appointment to Historic Preservation Commission

12. Closed Session

A. N.C. Gen. Stat.§ 143-318.11(a)(1), to review, approve, and seal closed session minutes from Council's prior closed session(s).

B. N.C. Gen. Stat.§ 143-318.11(a)(3), to consult with the Town Attorney in order to preserve the attorney-client privilege between the attorney and the Town Council, and obtain legal advice, consider, and/or give instructions to the attorney concerning one or more potential legal claims.

C. N.C. Gen. Stat.§ 143-318.11(a)(6), to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.

13. Potential Action Following Closed Session

14. Adjournment

Town of Boone
Agenda Item Action Request Form

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Hank Perkins, Interim Town Manager

Department: Administration

Contact Phone: 828.268.6200

Email: hank.perkins@boonenc.gov

Date of Council Meeting to consider this item: 9/23/2026

Council Action Requested: For Action

Item Title: Discussion Regarding Town-owned Property & Office Space

Summary of Information: Mr. Perkins will discuss the current and potential use of Town-owned properties, including the WYN property, and explore opportunities to utilize available space to address office and workspace needs for Town employees. Council will be asked to provide input and direction regarding potential uses of these properties moving forward.

Town of Boone
Agenda Item Action Request Form

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon, Town Clerk

Department: Administration

Contact Phone: 828.268.6200

Email: nicole.harmon@boonenc.gov

Date of Council Meeting to consider this item: 9/23/2026

Council Action Requested: For Action

Item Title: Approval of Minutes

Summary of Information: Attached for Council's consideration and approval are the following sets of minutes:

- August 26, 2026, Regular Town Council meeting
- September 9, 2026, Regular Town Council meeting

MINUTES – TOWN COUNCIL
REGULAR MEETING
AUGUST 26, 2026

CALL TO ORDER

A regular meeting of the Boone Town Council was called to order at 5:00 p.m. on Wednesday, August 26, 2026, in the Boone Town Council Chambers located at 1500 Blowing Rock Road in Boone. Mayor Pro-Tem Todd Carter presided. Council members present included Virginia Roseman, Adrian Tait, Anne Pruitt, and Anitra Ball. Staff present included Interim Town Manager Hank Perkins, Town Clerk Nicole Harmon, Planning Director Jane Shook, Public Works Director Todd Moody, Advanced Planning Specialist Jessica Mitchell, Commercial Zoning Administrator Amy Snider, Sustainability and Special Projects Manager George Santucci, Cultural Resources Director Mark Freed (remote), Downtown Development Director Lane Moody (remote), Finance Director Guy Miller, Police Chief Daniel Duckworth, and Town Attorney Allison Meade.

MOMENT OF SILENCE

A brief moment of silence was observed.

WORK SESSION

Discussion on Annexation Policy

Ms. Shook requested feedback regarding the cost-benefit analysis of certain annexations required under the Town's water and sewer code after recent changes to state law that removed the Town's zoning authority over certain state-owned or managed projects. Ms. Meade explained due to the statutory changes, the Town could no longer regulate zoning for state-owned or managed properties; this defeated the purpose of the town's ordinances requiring annexation before

water/sewer could be extended to properties outside the present corporate limits. In the absence of zoning authority, the outcome of requiring annexation of such properties was only to the detriment of the town: requiring provision of town services and the loss of payment of double water/sewer rates.

Ms. Shook asked whether the Town should continue requiring annexation as a condition of extending water and sewer services to state-owned properties when annexation would create additional service and staff obligations without providing corresponding zoning authority over the development. Council Member Roseman stated that the Town should do all it could to protect the people of Boone. After brief discussion, Council Member Roseman made a motion to direct staff to move forward with amendments to Town Code § 50.291 to carve out an additional exemption from the annexation requirement for state-owned or state-managed projects mirroring the statutory exemption of such projects from local zoning regulation. Mayor Pro-Tem Carter seconded the motion, which carried unanimously.

Mayor Pro-Tem Carter brought forward the draft Artificial Intelligence (AI) Policy for discussion. Following brief discussion, it was the consensus of Council to direct the Town Attorney and Interim Town Manager to review the draft policy and work with Department Heads to provide input before bringing the policy back to Council for consideration.

Mayor Pro-Tem Carter declared a break at 5:25 p.m. Council reconvened at 5:32 p.m.

Upon a motion by Mayor Pro-Tem Carter, seconded by Council Member Roseman, Council voted unanimously to enter into closed session at 5:32 p.m. pursuant to the following:

1. N.C. Gen. Stat.§ 143-318.11(a)(1), to review, approve, and seal closed session minutes from Council's prior closed session(s).
2. N.C. Gen. Stat.§ 143-318.11(a)(3), to consult with the Town Attorney in order to preserve the attorney-client privilege between the attorney and the Town Council, and obtain legal advice, consider, and/or give instructions to the attorney concerning one or more potential legal claims.
3. N.C. Gen. Stat.§ 143-318.11(a)(6), to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.

REQUESTED APPEARANCES

Informal Discussion of Proposed Re-Zoning at 433 Fairway Drive (Boone Golf Club)

Sam Adams and Rick Robbins, representatives of the Boone Golf Club, gave a presentation for informal discussion regarding the proposed re-zoning of the property located at 433 Fairway Drive (Boone Golf Club). The proposal included an 18-hole golf course, single-family housing, and two sections of multi-family housing.

TENTATIVE AGENDA ADOPTION

Upon a motion by Council Member Pruitt, seconded by Council Member Roseman, Council voted unanimously to approve the agenda as presented.

PUBLIC COMMENT

James Redd of Boone spoke in opposition to the proposed golf course redevelopment and cited deed restrictions and traffic concerns.

Byron Tolbert of Boone spoke in opposition to the proposed golf course redevelopment and gave a brief family history of the property.

Sharon Tolbert of Boone spoke in opposition to the proposed golf course redevelopment and referenced traffic and flooding concerns, as well as negative impacts to the viewshed if the redevelopment were approved.

John Callahan of Boone spoke in opposition to the proposed golf course redevelopment and raised concerns about building in a known floodplain and increased traffic.

Melissa Barth of Boone asked about the status of the data center moratorium Council passed earlier in the year and urged Council to take action to prevent data centers from being built in Boone.

David Cheesman of Boone spoke in opposition to the proposed golf course redevelopment and noted zoning concerns regarding dense housing in a neighborhood of single-family homes. He also raised concerns about traffic, noise, and light pollution.

Kim Schwartz of Boone spoke in opposition to the proposed golf course redevelopment and raised concerns about increased traffic.

Beth Bennington of Boone spoke in opposition to the proposed golf course redevelopment and raised concerns regarding flooding and traffic.

APPROVAL OF ITEMS ON CONSENT AGENDA

Upon a motion by Council Member Roseman, seconded by Council Member Pruitt, Council voted unanimously to approve the following items on the Consent Agenda:

1. Engineering Services Agreement for South Fork Raw Water Intake – Hazard Mitigation Project
2. Winkler's Creek Raw Water Intake – Dredging Project
3. Resolution – ABC Permitting Official
4. HRC Budget Expense Proposals
5. Minutes (August 12, 2026, Regular Town Council Meeting)

PLANNING MATTERS

Consideration of July 27, 2026, Public Hearing Cases

Ms. Shook presented Case A26-0448 Invasive Species – UDO Amendment.

Council Member Roseman made a motion to approve the proposed amendment to the Town's UDO and to find that it is consistent with the Town's current comprehensive plan and any other adopted plan(s) of the Town that are applicable, because of the following from Boone Next:

Policy 1.4.1: Protect Ecologically Valuable Areas and Corridors: Through regulations and development decisions, protect, restore, and connect ecologically valuable areas such as critical watersheds, stream buffers, wetlands, wildlife habitat, and hardwood forests. Prioritize conservation of lands adjacent and connected to existing protected areas.
Policy 5.3.1: Protect Ecologically-Valuable Areas: Protect floodplains, steep hillsides, wetlands, and other ecologically valuable areas and corridors from development.

Policy 5.3.3: Plan for Wildlife: Plan for and manage the coexistence of nature and wildlife habitat through development standards that integrate habitat and wildlife migration throughout the town. Council Member Pruitt seconded the motion, which carried unanimously.

Council Member Roseman made a second motion to approve Ordinance A26-0448, and that approval is reasonable and in the public interest because this amendment protects the native habitats that are integral to Boone's ecosystem and people. Council Member Pruitt seconded the motion, which carried unanimously.

Conditional District Process Update and Discussion

Ms. Shook presented new guidance documents and templates for Conditional District zoning map amendments. She said staff created these items to ensure applications were complete and consistent.

Consideration of the Jones House Local Historic Landmark Designation Report

Ms. Mitchell presented the report for the Jones House Local Historic Landmark Designation recommended by the Historic Preservation Commission. Council Member Roseman moved to direct staff to send the report to the NC State Historic Preservation Office (SHPO) for review. Council Member Tait seconded the motion, which carried unanimously.

Appointment to Human Relations Commission

Council Member Ball nominated Alex Castillo for reappointment to the Human Relations Commission. Hearing no further nominations, Mayor Pro-Tem Carter called for a vote.

VOTE:	Aye:	All
	Nay:	None

With no further items, Mayor Pro-Tem Carter adjourned the meeting at 7:42 p.m.

_____ _____

Nicole Harmon, Town Clerk Todd Carter, Mayor Pro-Tem

MINUTES – BOONE TOWN COUNCIL
REGULAR MEETING
SEPTEMBER 9, 2026

CALL TO ORDER

A regular meeting of the Boone Town Council was called to order at 9:00 a.m. on Wednesday, September 9, 2026, in the Town Council Chambers located at 1500 Blowing Rock Road in Boone. Mayor Dalton George presided. Town Council members present included Mayor Pro-Tem Todd Carter (remote), Virginia Roseman, Adrian Tait, Anne Pruitt, and Anitra Ball. Town Staff present included Interim Town Manager Hank Perkins, Town Clerk Nicole Harmon, Grants Coordinator/Communications Laney Wise, Planning Director Jane Shook, Deputy Planning Director Brandon Wise, Downtown Development Director Lane Moody, Police Chief Daniel Duckworth, Human Resources Director Dale Presnell, Sustainability and Special Projects Manager George Santucci, and Town Attorney Allison Meade.

MOMENT OF SILENCE

A brief moment of silence was observed.

ANNOUNCEMENTS

Mayor George announced the following board vacancies:

BOARD OF ADJUSTMENT
Three alternate positions

CULTURAL RESOURCES ADVISORY BOARD
One student position

HISTORIC PRESERVATION COMMISSION
One regular position

PLANNING COMMISSION
One regular position

REQUESTED APPEARANCES

Lane Moody – Downtown Development Director

Ms. Moody provided a brief update regarding the Downtown Boone Development Authority's recent annual meeting, including information on upcoming events and the ongoing Howard Street project. Council Member Roseman asked whether the mural planned for Ice House Alley would pay homage to the alley's history, as she recalled it being discussed previously. Mayor George recalled the discussion differently, stating that Ice House Alley had been noted, but he did not recall discussing incorporating its history into the mural. Council Member Roseman also expressed concerns with certain components of the Howard Street project and noted that none of the current Council members had voted to approve the plans as they are currently being implemented. Mayor Pro-Tem Carter agreed with Mayor George's recollection regarding Ice House Alley, and stated that Dana Folk Way would be moving forward in the alleyway. He also thanked staff for their efforts to address graffiti in the area. Mayor George stated that he would be meeting with the Tourism Development Authority regarding potential funding for marketing efforts at the project's completion.

TENTATIVE AGENDA ADOPTION

Upon a motion by Council Member Pruitt, seconded by Council Member Roseman, Council voted unanimously to approve the agenda as presented.

PUBLIC COMMENT

Amy Forrester of Boone read a statement regarding challenges associated with the Howard Street project and the negative impacts the project has had on her business. Ms. Forrester shared data reflecting a 28% negative impact from the traffic flow change beginning on August 5, as well as guest feedback on parking, traffic patterns, and visibility. She expressed concern about the lack of public input before the project began, offered several potential mitigation measures, and requested more communication from staff.

Council Member Tait suggested adding the matter to the next work session agenda for further discussion, specifically including the possibility of adding a left-turn signal onto Appalachian Street to address issues with the current traffic signal cycle. Ms. Meade noted that she had seen temporary signage directing motorists to commercial establishments during other construction projects and suggested a similar approach. Mayor George suggested that the DBDA move forward

with a signage initiative, engage the Tourism Development Authority and Boone Area Chamber of Commerce to conduct a marketing push. He also suggested authorizing Town Manager Perkins to speak with NCDOT regarding options to expedite improvements to traffic flow onto Appalachian Street and Howard Street. In response to discussion regarding responsibility for the temporary signage, Ms. Moody stated that she would work with the affected business owners. Council Member Tait asked whether the DBDA had a marketing plan for the area once the project was completed. Mayor George and Ms. Meade added that the proposed social district would play a role in those efforts and expressed optimism regarding the project moving forward.

APPROVAL OF ITEMS ON CONSENT AGENDA

Upon a motion by Council Member Pruitt, seconded by Council Member Ball, Council unanimously approved the following items on the Consent Agenda:

1. Hellbender Mural Expansion

PLANNING MATTERS

Discussion of Renew NC Workforce Housing for Ownership Program

Ms. Shook presented information regarding approximately $1.4 billion in funding available through the North Carolina Department of Commerce to support recovery efforts following Hurricane Helene. She noted that the Town may be interested in the Multifamily Construction and Repair Program and the Workforce Housing Program. Council Member Pruitt noted the short application timeline and asked whether the Town could partner with other public or private entities to pursue the funding. Ms. Shook confirmed that joint applications are permitted and stated that she expected this to be a one-time funding opportunity.

Mayor Pro-Tem Carter asked whether the funding could provide an opportunity to revisit plans for the Junaluska community to encourage homeownership. Council Member Ball agreed it would be a good opportunity and believed the community would welcome it. Ms. Shook noted that similar efforts had previously been planned through the Affordable Housing Trust. Council Member Ball said she had worked with Lynne Coulthard, who contacted her about potential projects in the community and said she intended to pursue grant funding for those efforts through the Housing Trust.

Ms. Meade expressed hesitation about committing significant Town resources given the short timeframe. Council member Tait suggested that partnering with Watauga County or the Affordable Housing Trust on projects already being planned may be a more feasible approach. Ms. Shook stated that she would consult with the Town Attorney, research eligibility and partnership opportunities, and meet with Ms. Wise and representatives from the High Country Council of

Governments to further research the funding opportunities to bring an update back to Council later in the month.

COUNCIL MATTERS

Appointment to Historic Preservation Commission

Council Member Roseman nominated Pierce Hall to a full term on the Historic Preservation Commission. Hearing no further nominations, Mayor George called for a vote.

VOTE: Aye: All
Nay: None

MAYOR'S REPORT

Mayor George noted ongoing coordination with the Chamber of Commerce and Tourism Development Authority regarding messaging related to the Howard Street project. He also noted that the dedication of the Rufus Edmisten Bridge on the Greenway would take place Friday.

TOWN MANAGER'S REPORT

Mr. Perkins updated Council on the following topics: Regarding the Police Department, he reported that Watauga County Communications had removed components from the facility and expected to clear out the remaining equipment within the coming weeks. Fitness equipment had arrived and was expected to be operational by October. The Department also reported that a second co-responder was expected to be in the field by early October, which would expand program coverage to seven days per week.

Grants staff reported that grant applications had been submitted for fire equipment for Station Four and for the Police Department. Mr. Perkins also noted an NCDOT pedestrian safety funding opportunity for improvements at Burrell Street and Rivers Street.

Mr. Perkins indicated that Human Resources staff reported that the Town had received the Family Forward certification and was working with the North Carolina League of Municipalities to offer a defensive driving class for employees who drive as part of their job duties.

On behalf of Public Works, Mr. Perkins reported that the Town's annual Litter Sweep and cleanup day would be held September 19. Recently completed projects included repairs to the Hunting Hills slope failure and the CDBG Deck Hill Water Tank Replacement project. Projects currently underway included the Winkler Creek dredging project and Fairway Drive improvements, including

installation of a new water line. He also reported that the Town had engaged professionals to conduct a water loss audit to identify and address unaccounted-for water loss within the system.

BOARD LIAISON UPDATES

Council Member Roseman reported that the Historic Preservation Commission was working on a panel for Clawson-Burnley Park. She also reported that the Daniel Boone Native Gardens' Fairy Day was successful and announced an upcoming plant swap.

Council Member Tait reported that the Parks and Recreation Commission was working through scheduling for several sports teams and noted the appointment of a new director.

Ms. Ball reported that the Human Relations Commission held a Buy Boone Lunch on September 2 with a good turnout. Mayor Pro-Tem Carter noted that the next event, "How Local Government Works," would be held September 20.

CLOSED SESSION

Upon a motion Council Member Pruitt, seconded Council Member Ball, Council voted unanimously to enter into closed session at 10:21 a.m. pursuant to the following:

1. N.C. Gen. Stat.§ 143-318.11(a)(1), to review, approve, and seal closed session minutes from Council's prior closed session(s).
2. N.C. Gen. Stat.§ 143-318.11(a)(3), to consult with the Town Attorney in order to preserve the attorney-client privilege between the attorney and the Town Council, and obtain legal advice, consider, and/or give instructions to the attorney concerning one or more potential legal claims.
3. N.C. Gen. Stat.§ 143-318.11(a)(6), to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.

Without further discussion, Mayor George adjourned closed session and the regular meeting at 11:48 a.m.

_____ _____

Nicole Harmon, Town Clerk Dalton George, Mayor

Town of Boone
Agenda Item Action Request Form

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Submitted By: Todd Carter, Mayor Pro-Tem

Department: Town Council

Contact Phone: 828.268.6200

Email: todd.carter@boonenc.gov

Date of Council Meeting to consider this item: 9/23/2026

Council Action Requested: For Action

Item Title: Approval of Proclamation - Dolly Parton Day

Summary of Information: Please see the attached proclamation for Council's consideration and approval.



PROCLAMATION PROCLAIMING SEPTEMBER 25 (9/25) 2026 AS DOLLY PARTON DAY IN THE TOWN OF BOONE

WHEREAS, Dolly Parton grew up in a one-room, dirt-floor cabin in the hills of Appalachia and epitomized the hard-working virtues of "mountain folk," as she was fond of saying; and

WHEREAS, despite becoming a worldwide phenomenon and one of the most influential, beloved, and awarded artists in American music history, Dolly never forgot where she came from; and

WHEREAS, Dolly lived her life by example, choosing kindness over bitterness and unity over division by embracing people from all walks of life no matter their beliefs, experiences, backgrounds, race, gender, sexuality, or religion; and

WHEREAS, Dolly demonstrated an enduring commitment to philanthropy and service by establishing the Dollywood Foundation, the Imagination Library, and the My People Fund; as well as her millions of dollars in gifts for pediatric cancer, infectious disease, and COVID-19 research, hunger relief, education, and Hurricane Helene recovery; and

WHEREAS, September 25, written as 9/25, provides a fitting tribute to Dolly and her iconic film and song "9 to 5," while giving our community an opportunity to celebrate her legacy and emulate her kindness; and

WHEREAS, I ask that every citizen in the Town of Boone, and beyond, do at least "One Good Deed for Dolly." Show kindness to a stranger, donate to your favorite nonprofit, or if you see someone without a smile, give 'em yours; and

WHEREAS, if every person in the Town of Boone, and beyond, does one good thing for someone else, imagine the difference one day can make; and

NOW, THEREFORE, IT BE PROCLAIMED, that I, Mayor Dalton George, on behalf of the Town of Boone Council, do hereby proclaim Friday, September 25, 2026, as "Dolly Parton Day" in the Town of Boone and encourage all citizens to join us in this special observance.

This the 23rd day of September, 2026.

_____

Dalton George, Mayor

_____(SEAL)

Nicole Harmon, Clerk

PLANNING COMMISSION MEETING

Commission Chair Veno called the Planning Commission portion of the Meeting to order at 9:42 p.m.

Discussion and Recommendation on Case(s) Heard at the Public Hearing

Case A26-0357 115 Beverly Heights Avenue – Conditional District Zoning Map Amendment

LCD Acquisitions, LLC has submitted a Conditional District Zoning Map Amendment application to rezone property located on the corner of NC Hwy 105 Ext and Beverly Heights Ave (Watauga County PINs: 2910-36-7347-000, 2910-36-8089-000, 2910-46-0833-000, 2910-46-1791-000, 2910-46-2684-000, and 2910-46-3578-000) from B3 General Business/R3 Multiple-Family Residential/R1 Single Family Residential with Corridor District and Viewshed Protection District Overlays to Conditional District B3 General Business with Corridor District and Viewshed Protection District Overlays for Use 1.16 Multi-Family Dwelling in Mixed-Use (>100 Bedrooms) with a site-specific development plan for a 185 unit, 642 bedroom, residential community.

Commission Member King reiterated that the applicant should provide definitive answers on AppalCart logistics, noting that it's a valuable resource for the Town should be utilized. Commission Member Kight stated that he lives in a neighborhood that was also previously designated as an NCD, and empathizes with traffic concerns. He indicated that he believes a by-right project would create a level of traffic that was more manageable for the area than the current proposal. Commission Member Luther stated that he understands the need for housing supply in the town, especially affordable housing, but also sees the need for student housing and the economic development the University provides, and is not opposed to the right development at the proposed location. However, he echoed the mayor's previous sentiment of this proposal's lack of public good. He encouraged the applicant to work on a solution that would address the comments posed. Commission Member Paz-Miranda agreed with these statements and reiterated some of her previous remarks regarding traffic, density, and rental models. Commission Chair Veno expressed that he felt this proposal created a traffic issue that was too large to circumvent. He added that he would prefer to see a less-dense development created for professionals and families in this location, noting that he doesn't feel there is a lack of student-specific housing in Boone. Commission Chair Veno introduced Commission Member Myles Harrison, who was newly appointed as the Student Representative on the Planning Commission. Commission Member Harrison introduced himself and noted that he agreed with Chair Veno about student housing, providing a personal anecdote about his ease of obtaining housing as a student.

Commission Member Paz-Miranda inquired if the applicant understood that the University's enrollment was declining and if they were planning for that. Mr. Powell replied and said they were, and that they diligently track long and short-term trends of universities near all of their properties.

Commission Member King noted that he believed that this project could be beneficial as student housing, but in a different form that more adequately addresses the concerns brought forth in the hearing. The Commission discussed the desire to see an updated proposal and discussed what housing types would be ideal.

Planning Commission briefly discussed meeting recommendation logistics with Town Staff.

Vote 1

Commission Chair Veno made a motion that the proposed amendment to the Town's zoning map is not consistent with the Town's current comprehensive plan and any other adopted plan(s) of the Town that are applicable because of the following from Boone Next:

Goals & Policies

Goal 1.1: A sustainable built pattern: Boone's interwoven natural and built environments will promote social, environmental, and fiscal sustainability while aiming to reduce auto- dependence and the roots of traffic congestion. The town will be a leader of green building design and climate responsibility.

Goal 1.2: Development true to Boone's vision: Boone's development and redevelopment will enhance the best of the town's existing built environment and reinforce the vision set forth in this plan.

Policy 1.2.1: Build the Town for People: To the extent possible, the built environment should be human-scale and pedestrian oriented rather than large-scale and auto-oriented. There are urban design characteristics that transcend eras, styles, and typologies that help to explain why Boone's beloved downtown makes human beings comfortable. Human-scale development is not defined by density, but instead by urban design that makes human beings comfortable and happy navigating streets, activity centers, and neighborhoods on foot. Human-scale built environments might consider terminating vistas at the end of streets or the width and frontage of new buildings.

Goal 1.3: A preserved heritage: Boone's unique architectural and cultural history is celebrated. The town preserves historic buildings and encourages the design of new buildings and places that complement its architectural heritage.

Goal 2.4: Increase mobility through capacity & access management: Ensure Boone's street network supports safe, reliable transportation for all modes by addressing growth-related challenges with strategic roadway improvements beyond traditional widening.

The motion was seconded by Commission Member King.

Vote: Aye – 6

Nay – 0

The motion passed.

Vote 2

Commission Chair Veno made a motion, seconded by Commission Member King, that the Planning Commission recommends denial of Ordinance #A26-0357 within Staff Report Exhibit A, and denial is reasonable and in the public interest because there is a lack of commitment on the part of the developer and the application is not in keeping with the spirit of neighborhood conservation. There are too many unresolved issues and there is a lack of both community support and commitment to mixed-use housing.

Vote: Aye – 6

Nay – 0

The motion passed.

Case A26-0448 Invasive Species – UDO Text Amendment

A text amendment to UDO Articles 31 and Appendix C is proposed to update the Town of Boone Unified Development Ordinance to reflect the Town goals in relation to native plantings and removal of invasive species.

The Commission briefly discussed the invasive species UDO text amendment, communicating approval. Commission Chair Veno inquired with Town Staff as to whether identified invasive species on a property would be required to be removed by the owner. Mr. Wise clarified that the Town could not enforce removal of an existing invasive species on a private property, but this amendment would make it easier for the owner to do so and replant with a native species, waiving the permit application requirement.

Vote 1

Commission Member King made a motion that the proposed amendment to the Town's Unified Development Ordinance is consistent with the Town's current comprehensive plan and any other adopted plan(s) of the Town that are applicable because of the following from Boone Next:

Policy 5.3.1: Protect Ecologically-Valuable Areas: Protect floodplains, steep hillsides, wetlands, and other ecologically valuable areas and corridors from development.

Policy 5.3.3: Plan for Wildlife: Plan for and manage the coexistence of nature and wildlife habitat through development standards that integrate habitat and wildlife migration throughout the town.

Policy 1.4.1: Protect Ecologically Valuable Areas and Corridors: Through regulations and development decisions, protect, restore, and connect ecologically valuable areas such as critical watersheds, stream buffers, wetlands, wildlife habitat, and hardwood forests. Prioritize conservation of lands adjacent and connected to existing protected areas.

Commission Chair Veno seconded the motion.

VOTE: Aye – 6

Nay – 0

The motion passed.

Vote 2

Commission Member King made a motion, seconded by Commission Member Kight, that the Planning Commission recommends approval of Ordinance A26-0448 within Exhibit A with, and approval is reasonable and in the public interest because this amendment protects the native habitats that are integral to Boone's ecosystem and people.

VOTE: Aye – 6

Nay – 0

The motion passed.

Other Matters

Chair/Vice-Chair Application

Mr. Wise briefly explained that the Chair and Vice-Chair application was included in the pack for the Commission's review.

Adjournment of Planning Commission

Commission Member King made a motion to adjourn the meeting at 10:16 p.m. Commission Member Paz-Miranda seconded the motion.

VOTE: Aye – 6

Nay – 0

The motion passed.

_____ _____

Frank Veno, Planning Commission Chair **David Pedersen, Board Clerk**

This Staff Report has been revised to contain comments regarding the revised plan submission from the applicant and to include the Planning Commission's recommendations from the July 27, 2026 public hearing. Changes have been highlighted.

Revised Staff Report
Town Council
September 23, 2026
Case A26-0357 Walk at Boone – Conditional District Zoning Map Amendment

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Planning Commission Recommendation 27
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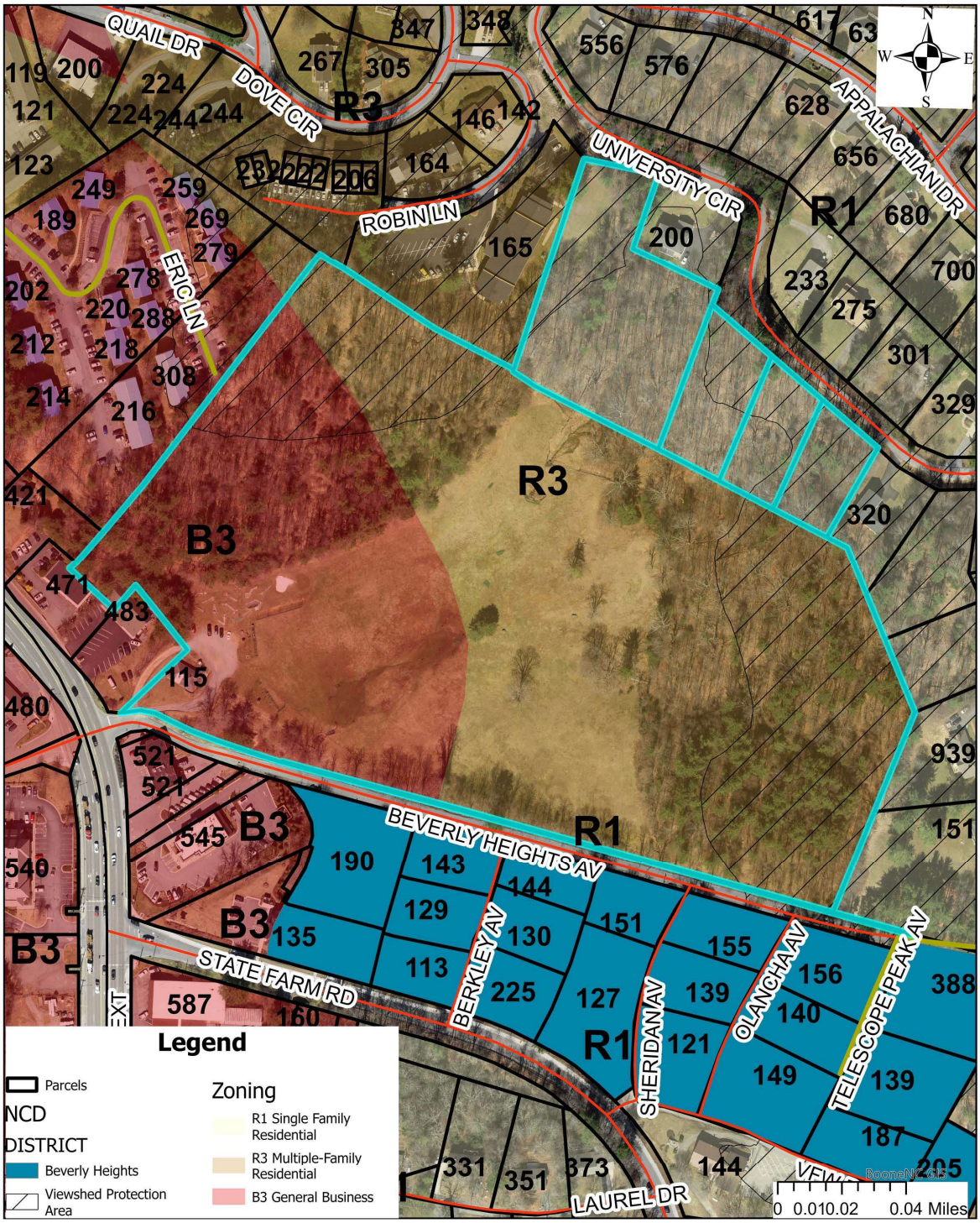

QUAIL DR
DOVE CIR
ROBIN LN
ERIC LN
UNIVERSITY CIR
APPALACHIAN DR
BEVERLY HEIGHTS AV
STATE FARM RD
BERKLEY AV
SHERIDAN AV
OLANCHA AV
TELESCOPE PEAK AV
LAUREL DR
R1
R3
B3
Legend
Parcels
NCD DISTRICT
Beverly Heights
Viewshed Protection Area
Zoning
R1 Single Family Residential
R3 Multiple-Family Residential
B3 General Business
0 0.010.02 0.04 Miles

Request

LCD Acquisitions, LLC has submitted a Conditional District Zoning Map Amendment application to rezone property located on the corner of NC Hwy 105 Ext and Beverly Heights Ave (Watauga County PINs: 2910-36-7347-000, 2910-36-8089-000, 2910-46-0833-000, 2910-46-1791-000, 2910-46-2684-000, and 2910-46-3578-000) from B3 General Business/R3 Multiple-Family Residential/R1 Single Family Residential with Corridor District and Viewshed Protection District Overlays to Conditional District R3 Multiple-Family Residential District with Corridor District and Viewshed Protection District Overlays for Use 1.13 Multi-Family Dwelling (>100 Bedrooms), Use 11.11 Retail Store up to 5,000 ft^2, and Use 15.02 Parking Structure with a site-specific development plan for a 179 unit, 618 bedroom, residential community. The property is outlined in blue on the map above.

Staff Note: Revised submission edited the number of units and bedrooms, originally submitted as 185 unit, 642 bedroom development.

Case Exhibits

Applicant Exhibits (1-9) were submitted by the applicant. Staff generated materials are the Staff Report, in pack as Staff Exhibit 1, and includes Staff Report Exhibit A.

Exhibit #	Items
Applicant Exhibit 1	Applicant's Project Narrative – includes deviations, mitigations, and proposed conditions
Applicant Exhibit 2	Site Plans
Applicant Exhibit 3	Building Details
Applicant Exhibit 4	Architectural Rendering
Applicant Exhibit 5	Conservation Easement Plan
Applicant Exhibit 6	Sidewalk Plan
Applicant Exhibit 7	Intersection Plan
Applicant Exhibit 8	Traffic Impact Analysis
Applicant Exhibit 9	Neighborhood Meeting Notice & Mailing Labels, Minutes from Presentation
Applicant Exhibit 10	Affidavit
Staff Report Exhibit A	Ordinance #A26-0357
Staff Report Exhibit B	Minutes from Town Council meeting 10/8/2025
Staff Report Exhibit C	Minutes from Town Council meeting 1/14/2026

History

October 8, 2025 Applicant participated in a Town Council Requested Appearance for an informal discussion of the proposed development. See Staff Report Exhibit B for an excerpt of the Town Council meeting minutes.

January 14, 2026 Applicant participated in a Town Council Requested Appearance for an informal discussion of the proposed development. See Staff Report Exhibit C for an excerpt of the Town Council meeting minutes.

July 27, 2026	Case presented during Public Hearing. Planning Commission recommended denial of proposed amendment.

Parcel Information

Parcel Specifics

Property Owner	GH Winkler Family LP
Address	115 Beverly Heights Ave
Watauga County PIN(s)	2910-36-7347-000
Use	12.11 Recreation Facility, Category 2
Use Definition	A facility providing outdoor space in which regularly scheduled recreation activities take place, and which does not utilize outdoor event lighting.
Size	19.601 acres
Access	Beverly Heights Ave
Steep or Very Steep Slope	Yes
Property Owner	GH Winkler Family LP
Address	Not assigned
Watauga County PIN(s)	2910-36-8089-000
Use	Vacant land
Use Definition	Zoned R1
Size	2-foot strip (0.043 acre)
Access	Beverly Heights Ave
Steep or Very Steep Slope	No
Property Owner	GH Winkler Family LP
Address	Not assigned
Watauga County PIN(s)	2910-46-0833-000
Use	Vacant
Use Definition	Zoned R1
Size	2.017 acres
Access	University Cir
Steep or Very Steep Slope	Yes

Property Owner	GH Winkler Family LP
Address	Not assigned
Watauga County PIN(s)	2910-46-1791-000
Use	Vacant
Use Definition	Zoned R1
Size	0.548 acre
Access	University Cir
Steep or Very Steep Slope	Yes, small portion on the northern border
Property Owner	GH Winkler Family LP
Address	Not assigned
Watauga County PIN(s)	2910-46-2684-000
Use	Vacant
Use Definition	Zoned R1
Size	0.494 acre
Access	University Cir
Steep or Very Steep Slope	Yes
Property Owner	GH Winkler Family LP
Address	Not assigned
Watauga County PIN(s)	2910-46-3578-000
Use	Vacant
Use Definition	Zoned R1
Size	0.453 acre
Access	University Cir
Steep or Very Steep Slope	Yes

Existing Zoning/Extraterritorial Jurisdiction (ETJ)History

Watauga County PIN(s)	2910-36-7347-000
Existing Zoning	B3 General Business/R3 Multiple-Family Residential with Corridor District and Viewshed Protection Area Overlays

Watauga County PIN(s)	2910-36-8089-000
Existing Zoning	R1 Single-Family Residential
Watauga County PIN(s)	2910-46-0833-000
Existing Zoning	R1 Single-Family Residential with Viewshed Protection Area Overlay
Watauga County PIN(s)	2910-46-1791-000
Existing Zoning	R1 Single-Family Residential with Viewshed Protection Area Overlay
Watauga County PIN(s)	2910-46-2684-000
Existing Zoning	R1 Single-Family Residential with Viewshed Protection Area Overlay
Watauga County PIN(s)	2910-46-3578-000
Existing Zoning	R1 Single-Family Residential with Viewshed Protection Area Overlay

Requested Zoning

District Descriptions	**Conditional District R3 Multiple-Family Residential District with Corridor District and Viewshed Protection District Overlays** The R3 Multiple-Family Residential District is established to provide a high-density area consisting of three or more dwelling units per lot plus limited-service use. The regulations for this district are intended to secure for the persons who reside there a comfortable, healthy, safe, aesthetically pleasing and pleasant environment in which to live, sheltered from incompatible and disruptive activities that properly belong in nonresidential districts. **Corridor District Overlay** The corridor districts are established overlay district intended to protect the main thoroughfares though Town. **NC Hwy 105 Extension:** Beginning at the intersection with US 321 (Blowing Rock Road) and extending north along the centerline with NC Hwy 105 Extension to the intersection of US Hwy 421. **Viewshed Protection District Overlay** The Viewshed Protection District is established as an overlay district intended to protect the scenic beauty and natural environment of Boone's hillside areas vital to preservation of a high quality of life and continued economic development by minimizing the visual impact of building construction and land disturbing activities.

Existing Site Characteristics

The combined parcels will be an approximate 23-acre site. The site fronts Beverly Heights Ave to the south, NC Hwy 105 Ext to the west, Robin Ln to the north, and University Cir to the east. It contains an area of steep and very steep slope (30-50%, >50%) along the northwest of the property as well as a few spots of steep slope (30-50%) among the currently wooded areas of the property on the east.

The elevation at the current entrance off Beverly Heights Ave is approximately is 3222'. From that point, the site rises roughly 152' in elevation with the highest point being in the northern portion of the property. There is a rise of roughly 116' easterly along the south side of the property up the existing Beverly Heights Ave. Supporting mapping and photos are provided below.

Photo 1



Photo 2



Photo 3



Photo 4




DOVE CIR
ROBIN LN
ERIC LN
UNIVERSITY CIR
BEVERLY HEIGHTS AV
BERKLEY AV
SHERIDAN AV
OLANCHA AV
RM RD
Legend
NCDOT 20 FT Contours
NCDOT 20 FT Contours
Parcels
Slope
Slope 30 - 50%
Slope > 50%
0 0.01 0.01 0.03 Miles

Zoning and Use of Adjacent Properties		
	District	Use
North	R3 Multi-Family Residential and R1 Single Family Residential with Viewshed Protection Area Overlay	Multi-Family apartments and Single-family homes
East	R1 Single Family Residential	Single family homes
South	B3 General Business with Corridor District Overlay, R1 Single Family Residential with Corridor District and Neighborhood Conservation District Overlay	Commercial along NC Hwy 105 Ext and Single-family homes along Beverly Heights Ave
West	B3 General Business with Corridor District Overlay	Commercial

North:



East:



South:



West:



Zoning Analysis

Use Analysis

The applicant has requested for Conditional District R3 Multiple-Family Residential District with Corridor District and Viewshed Protection District Overlays for Use 1.16 Multi-Family Dwelling in Mixed-Use (>100 Bedrooms), Use 11.11 Retail Store up to 5,000 ft^2, and Use 15.02 Parking Structure with a site-specific development plan for a 179 unit, 618 bedroom, residential community.

1. Use 1.13 Multi-Family Dwelling (>100 bedrooms)

   Definition**:** Pursuant to UDO Article 34 Definitions, a Multi-Family Dwelling is a building or combination of buildings on a single lot which includes three or more dwelling units. Multi-Family dwellings are subject to Limited Use Requirements as detailed in UDO 15.03. This use is only permissible in the R3 Multiple-Family Residential District with Conditional District approval.

Ordinance Requirement	Compliance
15.03.03(A): Townhouse style preferred and no one type of dwelling units, as defined by the number of bedrooms, shall comprise more than 50% of the total units.	Deviation Requested, Applicant Exhibit 1 – Applicant is requesting 65.4% to be 4-bedroom units.
15.03.03(B): Parking shall be limited to two (2) spaces per unit; and a minimum of 25% of units shall have a garage or carport.	Deviation Requested, Applicant Exhibit 1 – Applicant requesting 567 spaces.
15.03.04(A): The maximum building height shall be three (3) stories of occupied space, and in no case shall the building exceed fifty feet (50') in total height including the roof or the maximum in the particular zoning district, whichever is less.	Deviation Requested, Applicant Exhibit 1 – Allow 4 stories in Buildings 100, 200, 300, 400, and 500 with a building height of 41' 2" above grade, total height 51' 9.875" with half basement.
15.03.05(A): The bedroom to bathroom ratio of each unit within the development shall be limited as follows: 1. Efficiency unit and one (1) bedroom unit: one (1) bathroom. 2. Two (2) bedroom unit: one (1) or two (2) bathrooms, with no less than one bathroom with common access. 3. Three (3) bedroom unit: Two (2) bathrooms with no less than one (1) bathroom with common access. 4. Four (4) or more bedroom unit: Three (3) bathrooms with no less than two (2) bathrooms with common access from a hall.	Deviation requested, Applicant Exhibit 1 – to allow for a bedroom to bathroom parity for the majority of the units, including 3-bedroom and 4-bedroom units. The project will include half-bathrooms in the 3 story 4-bedroom units for a total of 4.5 bathrooms per unit and the 2-bedroom units above the flats will contain a half-bathroom for a total of 2.5 bathrooms in 26 units.
15.03.05(B): In every unit with two (2) or more bedrooms, a designated master suite must be	Deviation requested, Applicant Exhibit 1 – to allow size of master bedroom in units with two or more

included and shall be at least twenty-five percent (25%) larger than every other bedroom and not less than 144 square feet excluding closet space.	bedrooms to be less than 25% larger than every other bedroom and to provide less than 144 square feet including closet space.

2. Use 11.11 Retail Store up to 5,000 ft^2

Definition**:** Pursuant to UDO Article 34 Definitions, a Retail Store is a commercial establishment that provides goods, products, or materials directly to the consumer. This includes clothing stores, appliance stores, bakeries, food stores, grocers, caterers, pharmacies, bookstores, florists, furniture stores, hardware stores, pet stores, toy stores, and variety stores. It does not include restaurants, personal service establishments, or gas stations. This use is permissible in all Commercial Districts.

3. Use 15.02 A Parking Structure

Definition Pursuant to UDO Article 34 Definitions, a Parking Structure is a structure used for motor vehicle or bicycle parking which is partially or wholly enclosed and includes any above or below-grade decks for temporary, daily or overnight parking. This use is permissible in the Office/Institutional District, The B3 General Business District, and the Wellness District when meeting Limited Use Regulations as listed in UDO 15.40. It is permissible in the B1 Downtown Districts with Conditional District Approval.

Conditional District Site-Specific Vesting Plan Analysis

To streamline staff reports and avoid restating UDO standards, this analysis focuses only on items that require attention by the Planning Commission and Town Council. Below staff have outlined elements including limited use requirements where applicable and any deviations requested by the applicant.

Requested Deviations:

1. UDO Section 14.03.08: Deviation requested to reduce the minimum interior setback between buildings for any walls containing windows from a distance equal to the minimum interior parcel setback of 13 feet plus one foot for every foot that exceeds 35 feet of building height, instead will be a minimum of 12.5 feet.
2. UDO Section 15.03.03(A): Deviation Requested to allow a type of dwelling unit, as defined by the number of bedrooms, to exceed 50% of the total units, allowing 65.4% of the units to be 4-bedroom units.
3. UDO Section 15.03.03(B) and 24.01.05: Deviation requested to increase the allowable parking maximum to be greater than 2 spaces per unit, for a total of 567 spaces.
4. UDO 15.03.04: Deviation requested to allow 4-story buildings in Buildings 100, 200, 300, 400 and 500. The true height of the buildings will remain at 3 stores, with half of the basement level in each building containing occupiable space. Request to increase the above-grade height to a total of 51’ 9.875,” with 10’ 7.875” on the basement level and 41’ 2” inches above grade.
5. UDO 15.03.05(A): Deviation requested to allow for a bedroom to bathroom parity for the majority of the units, including 3-bedroom and 4-bedroom units. The project will include half-bathrooms

in the 3 story 4-bedroom units for a total of 4.5 bathrooms per unit and the 2-bedroom units above the flats will contain a half-bathroom for a total of 2.5 bathrooms in 26 units.

6. UDO 15.03.05(B): Deviation requested to allow size of master bedroom in units with two or more bedrooms to be less than 25% larger than every other bedroom and to provide less than 144 square feet including closet space.
7. UDO 14.42.03(A)(2): Deviation requested to increase the maximum allowable land disturbance in the viewshed for a property larger than 2 acres, allowing an increase from the 2.5 allowed to 3 acres within the viewshed.
8. UDO 24.08.01: Deviation requested to omit requirement for loading zone for proposed retail building.
9. UDO 25.04.02: Deviation requested to allow retaining walls greater than 8 feet, increasing by 25% to 10 feet.

Staff Note: Deviations requested by the applicant related to 15.04.01(D) and 15.04.04(A)(2)(b)(i) would not relate as this applies to Multi-family in Mixed Use limited use requirements (15.04) and not to the Multi-family Dwelling limited use requirements (15.03).

Article 14 Zoning District Regulations

- Should the deviation for Viewshed requirements be granted it is recommended to be granted with the condition that the large retaining walls not be stone or concrete walls. Earthen retaining walls should be recommended where possible to prevent visual impacts in the Viewshed.

Article 15 Limited Use Requirements

- Per UDO 15.03.03(C) a livability space ratio of .50 must be met for development, the site plan indicates the provided area is 1.18 ac, also noting recreation space of 1.15 ac and 7.23 acres of impervious space.

Article 19 Grading and Article 20 Soil Erosion and Sediment Control

- If approved the following will be required:
    - Geotechnical Analysis of areas of steep and very steep slope disturbed by the development.
    - Full engineering on stormwater detention systems.
    - NCG01 (Construction Stormwater Permit) issued by NCDEQ prior to groundbreaking.
    - 401/404 Permitting for the work on the stream and any impacts to the onsite wetlands.
    - A Trout Buffer Waiver from NCDEQ will be required for working in a stream that feeds a trout stream on the property.

Article 21 Stormwater Management

- Discharge from stormwater detention system near building 12 will need to be re-routed so that it does not discharge off-site (onto Beverly Heights) until the area of the existing discharge (near the creek).

Article 24 Parking

- No bicycle or motorcycle parking listed on site plan, no deviation requested, applicant would be held to ordinance standards.
- Per UDO 24.02.03 spaces set aside for parallel parking must be 23 feet by 9.5 feet, site plan indicates 23'x9', this would have to be corrected.

Article 25 Community Appearance Standards

- Per UDO 25.07.02 all above-ground parking floors and decks shall be designed using a continuous façade incorporating window-like openings, per architectural rendering the façade is solid and would require modification.

Article 31 Landscape Standards

- Proposed site plan does not meet requirements for vehicular surface area being within 60' of large deciduous tree. That will have to be modified.
- A Neighborhood Protection Street Yard will be required along Beverly Heights and University Circle.
- A Neighborhood Protection Buffer will be required along all lot lines that directly abut single family residences. (Along University Circle and Cave Canem Drive) It is noted that the plan shows enough space to meet this requirement but the required plantings are different and a fence is required as part of the buffer.
- The Town of Boone would recommend a Type 'B' buffer along the property line that abuts the office to the southwest of the property. This larger buffer would better meet the intent of the ordinance.
- If development approved, a tree survey of the site including species, location, and diameter-at-breast-height (DbH) of all trees exceeding 8" in diameter or greater on the site will be required.

Comments from other Town Departments: In addition to the Planning review, the submitted plans were evaluated by other Town departments for compliance with applicable codes. Their comments are provided below.

Fire: The application has been reviewed with the following comments:

- The grade is not provided for the roads. The grade cannot exceed 10% per TOB UDO. Please provide a drawing showing the final grade of the all the roads in the project area.
- Per NC Fire Code section 503.1.1 fire department access roads must be provided to within 150 feet (200 feet when sprinklered) of all portions of the building. You have shown hose pull lengths, however not able to tell where each 200-foot length ends.
- Also, for building 100, 200 and 500 you show a retaining wall against the buildings. This makes the rear of those buildings inaccessible and negates the hose reach you have shown.

- Is the 4-story parking deck enclosed? If open must meet the definition of an open parking garage as described in section 406.5.2 of the NC Building Code. If the parking garage is considered enclosed then it must have a sprinkler system.
- Aerial access must be provided for all buildings 3 stories or taller. This includes 26-foot road width. Please adjust your plan accordingly.
- Please move the fire hydrant associated with building #1 to the same side of the road as the building. Please add a fire hydrant in front of building #9. The fire hydrant for building #11 is too close to the bus stop shelter, either move the shelter or the fire hydrant. Also, currently the FDC for building #11 is farther than 100 feet from a fire hydrant.
- Please provide dimensions of all roads, including in between the parking areas.
- Please provide the distances between all buildings (including decks) and retaining walls.
- Please provide dimensions of the round-about.
- What weight can the 'stormtech systems' hold?
- What size is the fire line for each building? A 6-inch fire line may not provide sufficient water flow and pressure to meet the demand of the sprinkler and standpipe system.

Staff Note: Comments revised per new submission added Building 100 to the retaining wall issue for the hose lay and updated information regarding location of fire hydrants.

Public Works

Public Works: Services - The application has been reviewed with the following comments:

- Curb and gutter and sidewalks are required for any portion of the development that abuts a public street. There is nothing shown for the portion of the development that abuts University Circle.
- I have concerns that this development will be adding much more traffic to the neighborhood than shown in the build out trip distribution. State Farm is a signalized intersection and will attract much more traffic from students trying to get to campus, as well as trips into Town for general necessities.

Public Works: Utilities - The application has been reviewed with the following comments:

- Plan does not show valving for water main.
- Any building with less than 5 units will need it's on meter for each unit. Building with 5 or more units can have one meter. Each building with one meter will need backflow after meter.

Staff Note: Any items not clearly shown, and any standards not requested for deviations, are expected to meet all applicable requirements. If approved the applicant will be required to submit full plans and specifications demonstrating complete compliance.

Procedural Analysis

This request involves one procedural action for zoning. The process ensures that the actions are considered holistically in light of Boone Next. The process will continue as scheduled unless delayed.

Date	Step	Guidance
July 27, 2026	Zoning Public Hearing	• A public hearing before the Council and the Planning Commission is held on zoning. • The Planning Commission provides a required zoning recommendation.
August 26, 2026	Final Council Decisions	• Applicant requested for the case to be tabled until the September meeting.
September 23, 2026	Final Council Decisions	• Council votes on zoning consideration.

Conditional District

Pursuant to UDO Subsection 9.09.01 (A), the CD process is established to provide tailored regulations to address specific circumstances or development goals. This process permits the application of additional conditions to proposed developments to ensure compatibility with neighboring uses and alignment with adopted plans or other development goals of the town, while also allowing deviations from existing standards where such serves the town's development goals. By incorporating tailored standards, the CD process offers a degree of flexibility not always achievable through a general use zoning map amendment. Specific procedural steps are mandated and applications must include more detailed information than might otherwise be required.

Procedural Requirements (UDO Subsection 9.09.02)

Standard	Comments	Compliance
9.09.02(A) Pre-Application Meeting(s)	May 15, 2026	Yes
9.09.02(B) Neighborhood Meeting		
Notice	February 25, 2026: Mailed and posted on Town website, Exhibit 9	Yes
Location	La Quinta Inn, 165 NC-105 Extension	Yes
Presentation Info	Exhibit 9	Yes
Minutes	Exhibit 9	Yes
Time Limitation	The application was submitted within 6 months of the neighborhood meeting.	Yes
9.09.02(C) Application Submittal		
Allowable Uses	Exhibit 1, Project Narrative - includes Deviations, Mitigations, and proposed Conditions	Yes
Deviations		
Mitigation		
Conditions		
Affidavit	Exhibit 10, Affidavit	Yes

Conformity to Adopted Plans

Boone Next: Our Town, Our Future

Community Vision	Land Use and Development Vision
We will be a prosperous, livable, people-oriented mountain community modeling resilient growth that promotes and protects our natural resources with diverse housing options and dynamic economic opportunities. We will celebrate and build upon our community's historic foundation to leave a sustainable and equitable town for future generations.	Grounded in its historic character, Boone will be a distinct pedestrian-oriented town that is affordable, livable, human-scale, and connected through a network of walkable, mixed-use corridors and activity centers.

Planning Principles: The Boone Next Planning Principles are intended, as a collective, to provide a core vision to guide planning, zoning, and development decisions. These principles should be carefully considered with respect to all zoning map amendments, ordinance text amendments, and other development decisions as well as other town planning and policy initiatives.

Planning Principle 1
Prioritize thoughtfully designed development of underutilized land within the town's existing built-upon areas over development of undeveloped land on the town's outer limits. It is preferable to accommodate growth in locations within the existing town limits that are appropriate for, can support, and would be enhanced by, new development. Infill and redevelopment will occur in a strategic manner that considers community needs like provision of and access to goods, services, transit, and quality public space.
Planning Principle 2
Emphasize quality design to create an attractive, inspiring public and private realm— architecture, streetscape, corridors, gateways, and edges—that is uniquely Boone. Public areas (streetscapes, sidewalks, parks, plazas, etc.) and private areas (building facades, landscaping, parking facilities, etc.) will be planned, arranged, and designed with quality materials to celebrate a sense of place and character by balancing function, appearance, and affordability, while fostering creativity, innovation, and human-scale design that is true to Boone.
Planning Principle 3
Encourage compact, human-scale development that integrates a vertical mix of uses (residential, commercial, office, institutional, civic, etc.) and connects with existing developed areas. Places will be created with multiple uses in proximity to each other, perhaps on the same site and/or in the same structure. Close attention will be given to the compatibility of those uses and their surroundings. Uses will be arranged in a manner that maximizes pedestrian activity and create "communities within our community."
Planning Principle 4
Encourage development and connections that better balance the needs of pedestrians, drivers, cyclists, and transit users. Opportunities will be sought to improve the street pattern and connectivity, thereby increasing travel options, potentially decreasing vehicle miles, reducing congestion, and improving safety.

- A connected street pattern will be the preferred network for future development and redevelopment unless prevented by streams, steep slopes, or other barriers.
- Well-connected streets will be designed with short blocks and alleys and include sidewalks and street trees to facilitate walking.
- Streets and trails will have high connectivity within and between neighborhoods and commercial districts.
- Bicycle and pedestrian trails with supporting amenities will be integrated into new development and areas undergoing redevelopment.
- Enhance connectivity to community amenities; add sidewalks, bike facilities, transit, and other pedestrian safety facilities where feasible.

Planning Principle 5

Employ planning policies to accommodate growth while promoting an equitable town and protecting the most vulnerable residents and small businesses against economic displacement.

Planning and zoning policies and practices seek to limit the negative and undesired effects of gentrification and displacement. Current residents and small businesses that are in Boone today and want to remain here should be able to afford to stay while people who work in Boone should be able to afford to live within the town limits. Robust engagement and communication with residents and small businesses is key to promoting equitable planning in Boone.

Planning Principle 7

Support the town's established neighborhoods and new residential developments through neighborhood-level engagement and planning.

Neighborhoods may include a variety of land uses (residential, commercial, civic, and recreational areas), building types, and housing types. They may have an identifiable center that offers basic services such as cafés, childcare, specialty stores, and grocery options. Neighborhoods will support a variety of travel options and be well-connected to adjacent neighborhoods and parks. They will seamlessly integrate the members of diverse, multi-generational communities living in proximity to one another.

Planning Principle 8

Promote a network of green infrastructure and greenways to protect and connect wildlife habitat and sensitive natural areas and provide recreational and transportation opportunities.

Land planning for future development and conservation will contribute to expanding the quantity, quality, access to, and connections between the town's parks, open space, and recreational amenities. Thoughtful planning, development, and conservation efforts will ensure Boone is a green city built within the context of the beautiful surrounding Appalachian Mountains.

Planning Principle 9

Incorporate environmentally sensitive and sustainable practices into future developments.

As the historic and civic heart of Boone, Downtown will be a focus and model for thoughtful design efforts aimed at strengthening community and placemaking.

- The town will continue efforts to protect and restore watersheds, wetlands, streams, and special flood hazard areas in development or redevelopment.
- New construction will use context-sensitive design to reduce impacts on existing site features.
- New development should use green building practices. Projects should minimize energy consumption, use renewable energy where feasible, minimize the consumption of resources, and use recycled building materials.
- Green stormwater management is important, along with protections to our waterways.
- Infill and redevelopment should maintain or enhance Boone's Urban Forest.

Planning Principle 10
Encourage appropriate development to meet the town's urgent need for housing or other specific community needs by means of density bonuses or other mechanisms. Encourage construction of affordable housing, public infrastructure, or other identified community needs by means of density bonuses or other incentives in appropriate areas of the town. For example, increased building height or additional units may be allowed in exchange for incorporating affordable housing units in a development.

Growth Management Tiers Map: The Growth Management Tiers Map is a policy tool intended to help Boone manage the growth of its corporate limits. The map identifies areas inside and outside the corporate limits that are likely to face development pressures, and it identifies those areas that are most appropriate for the town to consider serving by means of annexation within the next 10 to 15 years. The Growth Management Tiers Map is supplemented by and should be applied in concert with the Future Land Use Map, where applicable. The overall purposes of the map are to:

- Promote better interjurisdictional and long-range planning between and among the town, Watauga County, and utility providers.
- Encourage long-term fiscally and environmentally sustainable growth by carefully managing the extension of taxpayer-funded town services
- Encourage infill development
- Inform developers, landowners, farmers, and residents with respect to the town's priorities and approach to the growth of its corporate limits
- Provide policy guidance to town decision-makers regarding annexations, town service provision, fees and incentives, and locations for capital improvements

This property is located within the Primary Growth Area area.

Priority Growth Area is land where growth is most encouraged; designated as Downtown, Downtown Edge, and Walkable Mixed Use on the Future Land Use Map.

Primary Growth Area is land where provision of services is preferred and encouraged over the 10- 15 years following adoption of this plan. This area includes existing incorporated areas and unincorporated areas surrounded by incorporated land within the outer boundaries of the town's municipal limits.

Secondary Growth Area is land where provision of services would be part of annexation decisions made by town officials. Additional care should be taken to analyze whether the requested type of proposed land uses are consistent with the town's goals and policies.

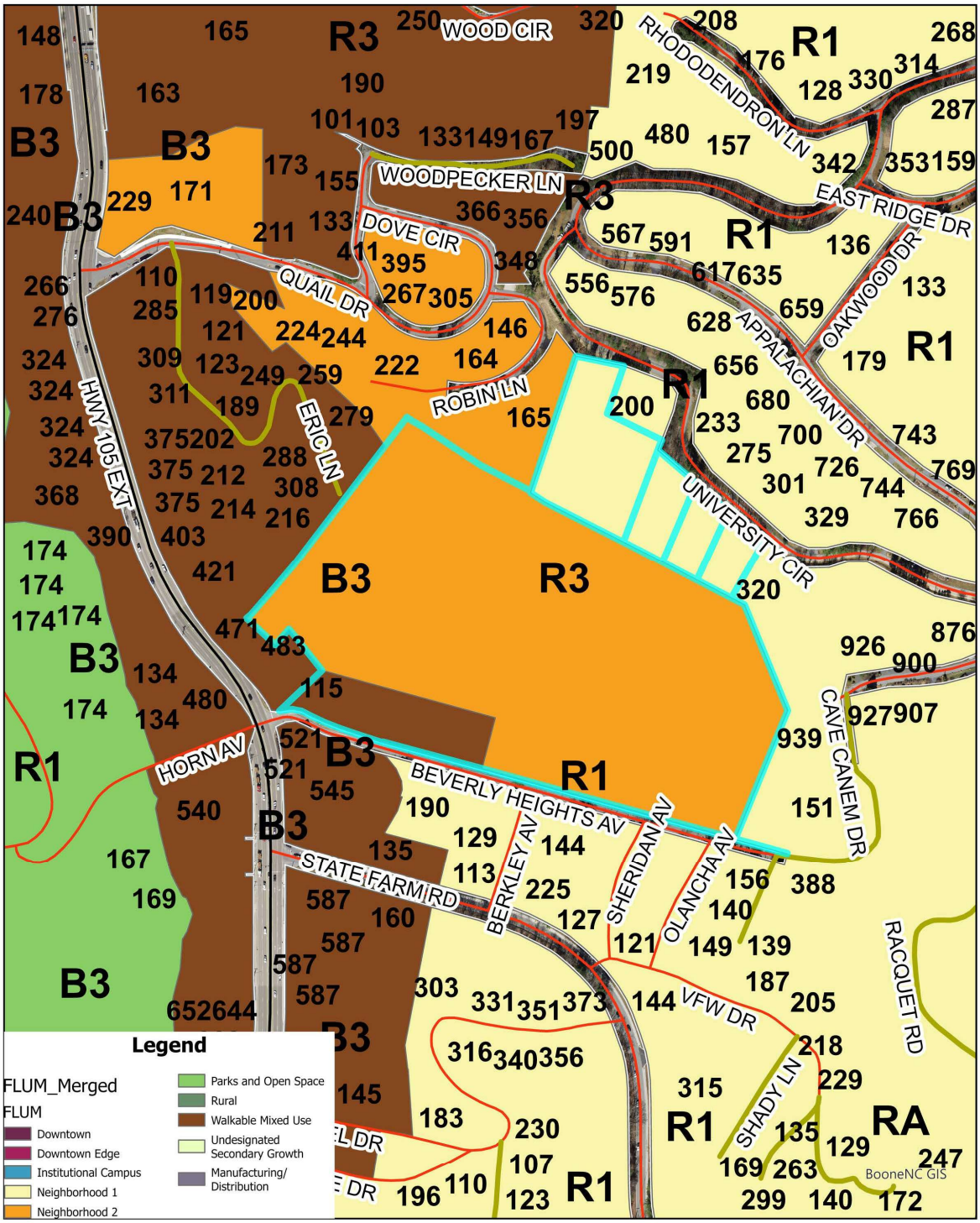
Rural and Green Space is land where provision of services and new development should be limited within 10- 15 years of the adoption of this plan (and potentially well beyond that time horizon).

Future Land Use Map

The Future Land Use Map is a critical tool intended to give shape to and help implement Boone's vision for the next 15-20 years. The map and associated land use types provide a framework for development and other land use-related decisions, including decisions on public infrastructure and transportation.

In legislative decision making cases, Council and the Planning Commission will review Boone Next and the Future Land Use Map to ensure that the request:

- is consistent with the goals and policies set forth in this plan; and
- is consistent with the land use type as shown on the Future Land Use Map;
- and if not ensure that the requested change of zoning will not negatively impact the intent of the mapped land use type; and
- is supported by existing or planned infrastructure.



The property included in the request is mapped in the Walkable Mixed Use, Neighborhood 1, and Neighborhood 2 land use types. Please see below for more details on these land use types.

Description	Objectives	Primary Uses
Walkable Mixed-Use areas are envisioned as places that should evolve from existing auto-oriented patterns into green, walkable, mixed-use corridors and destinations. New street and alley grids may be established, fostering a more urban environment while maintaining a commitment to well-designed, green, and visually-engaging building patterns. Buildings in these areas are oriented toward the street and generally up to four stories in height; in some cases, on appropriately sized and located lots, they may reach up to six stories. Parking and drive aisles in the front are minimized and the majority of parking placed to the sides and rear. Ground floors should feature ample transparent windows and doors. Ground floors should create an inviting atmosphere for pedestrians by, for example, incorporating features like generous transparent windows and inviting entryways. Where appropriate, wider sidewalks and street trees enhance the pedestrian experience and promote a sense of place. The overall vision behind the Walkable Mixed-Use Land Use Type is to foster vibrant, self-	- Eliminate curb cuts on arterials through rear access parking and new alley construction and dedication - Evaluate opportunities for neighborhood scale- businesses that enhance neighborhoods with accessible resources such as cafes, small grocers/bodegas, and childcare facilities - Mixed-use buildings provide a variation in layout and size for ground floor non-residential uses - Encourage and facilitate public spaces like plazas, playgrounds, and other public amenities	- Vertical mixed-use with ground floor commercial and upper story residential and/or appropriate commercial uses; or a mix of single-use commercial and/or residential buildings within a single development - Multi-family - Limited light industrial/manufacturing uses with minimal external impacts

sufficient communities where everything is just a short stroll away – a true realization of the "15-minute city" or "city within a city" concept. Here, residents enjoy access to local businesses, services, and amenities that cater to their daily lives, while commercial spaces thrive on the support of a connected residential environment.		
Neighborhood 1 describes lower-density to moderate-density residential neighborhoods. These neighborhoods are suited for low-rise construction. On appropriately sized and located lots, height may reach up to three stories. Overall building forms (height, setbacks, and density) should be appropriate to each neighborhood's existing character while ensuring that a variety of compatible housing types are provided to meet the town's housing demands. Decisions on density and form are based on location and infrastructure availability.	- Protect existing housing stock from incompatible redevelopment - Protect, maintain, and promote housing that is affordable to persons of low to middle income in a variety of compatible housing types as cafes, small grocers/bodegas, and childcare facilities - Encourage historic preservation - Evaluate opportunities for neighborhood-scale, neighborhood-enhancing businesses such as cafes, small grocers/bodegas, and childcare facilities	- Single family dwellings - Accessory dwelling units, duplexes, triplexes, and similar uses on appropriately sized lots - Quadplexes and small townhouse developments in transitional areas along higher-traffic sub-collector, collector, and arterial streets, or adjacent to higher-density residential/commercial areas and neighborhoods
Neighborhood 2 describes neighborhoods composed primarily of higher density multifamily housing in various forms and includes some buildings with ground floor nonresidential uses. Neighborhood 2 may include a variety of housing types in larger developments which	- Protect, maintain, and promote affordable housing - Enhance connectivity to community amenities; add sidewalks, bike facilities, transit, and other pedestrian safety facilities where feasible - Supportive nonresidential uses where appropriate	- Multi-family - Other lower density residential uses - Vertical mixed-use with limited ground floor commercial and upper story residential uses

could result in a mix of low- to high-density housing. These neighborhoods are suited for low- to mid-rise construction. In some cases, on appropriately sized and located lots, height may reach up to four stories, with an overall building form (height, setbacks, and density) appropriate to each neighborhood's existing character. Decisions on density and form are based on location and infrastructure availability.	- Evaluate opportunities for neighborhood scale- businesses that enhance neighborhoods with accessible resources such as cafes, grocery stores, and childcare facilities	

Goals & Policies

Goal 1.1 A SUSTAINABLE BUILT PATTERN

Boone's interwoven natural and built environments will promote social, environmental, and fiscal sustainability while aiming to reduce auto- dependence and the roots of traffic congestion. The town will be a leader of green building design and climate responsibility.

Policy 1.1.1 Use the Future Land Use Map

Use the Future Land Use Map to guide development, growth, and conservation decisions. Additionally, use the Focus Area Plans for more detailed policy direction within each of those areas.

Policy 1.1.2: Use Best Design Practices in New Development

All new growth should move Boone toward creating a network of "communities within a community" - a polycentric pattern of walkable, human-scale activity centers located within short distances of residents across the town. This pattern is key to supporting sustainability by aiming to reduce vehicle trips and their associated emissions, improving human health by supporting active utilitarian modes of transportation, and guiding growth away from natural areas. Where feasible, new growth should establish short blocks and connected rights-of-way, prominent civic spaces, stream daylighting and protected natural resources, front-facing buildings with transparent and welcoming first floors and public spaces, a diversity of housing types, income-restricted housing units, neighborhood-serving and context-sensitive nonresidential uses, rear parking and alleys, front porches (residential), and safe multimodal transportation infrastructure design.

Goal 1.2 DEVELOPMENT TRUE TO BOONE'S VISION

Boone's development and redevelopment will enhance the best of the town's existing built environment and reinforce the vision set forth in this plan.

Policy 1.2.1 Build the Town for People

To the extent possible, the built environment should be human-scale and pedestrian-oriented rather than large-scale and auto-oriented. There are urban design characteristics that transcend eras, styles, and typologies that help to explain

why Boone's beloved downtown makes human beings comfortable. Human-scale development is not defined by density, but instead by urban design that makes human beings comfortable and happy navigating streets, activity centers, and neighborhoods on foot. Human-scale built environments might consider terminating vistas at the end of streets or the width and frontage of new buildings.

Policy 1.2.3 Coordinate Land Use and Transportation Planning

Ensure transportation infrastructure supports walkable development and multimodal transportation options — including connections to activity centers. Important considerations include the width and design of sidewalks, street trees, physically protected bike lanes, tight curb radii at intersections, traffic calming devices, appropriate lane widths that create safer design speeds, and other features that enhance the safety and comfort of all travelers.

Policy 1.2.5: Use Appropriate Transitions Between Different Scales and Intensities

Use appropriate transitions between different building uses and intensities by stepping down building heights and scale from areas allowing taller buildings to primarily residential neighborhoods.

Goal 1.3 A PRESERVED HERITAGE

Boone's unique architectural and cultural history is celebrated. The town preserves historic buildings and encourages the design of new buildings and places that complement its architectural heritage.

Policy 1.3.4: Encourage Reuse and Rehabilitation

Support and encourage adaptive reuse and rehabilitation of existing homes and buildings. Where appropriate, minimum building code standards should be applied in a manner compatible with historic preservation efforts.

Goal 1.4 A NETWORK OF OPEN SPACE & GREEN CORRIDORS

Boone will build on its reputation as a green and outdoor city, creating and protecting an integrated network of green corridors, parks, and open spaces as well as meaningful rural and agricultural uses.

Policy 1.4.2 Integrate Green Space Throughout the Built Environment

Abundant access to green space is vital to human health. Continue to thread green space throughout the built environment by growing, enhancing, and protecting the urban tree canopy like street trees, and providing natural green public spaces, neighborhood gardens, green walls, and greenways. To the extent possible, encourage native landscaping.

Goal 1.5 INTENTIONAL GROWTH MANAGEMENT

Boone will manage growth thoughtfully and intentionally within its borders and at its edges to enhance the town's livability and meet the needs of a growing community.

Policy 1.5.1: Manage Growth to Balance Protection of Community Character and Natural Areas While Directing Desired Growth to Identified Centers

The town will manage growth in a manner that balances the protection of community character and natural lands while accommodating future population. Change in the community will be carefully managed to protect critical natural lands, provide a variety of housing options for a

diversity of households, support economic development, support fiscal balance, ensure adequate public safety services, and utilize growth patterns that support regional and local transit services. Lands within the town's current corporate limits are priorities for infill and redevelopment. New development areas contiguous with the town and in identified activity centers should be secondary priorities for development and ahead of areas outside centers.

Policy 1.5.3: Guide Growth Using the Growth Management Tiers Map

The Growth Management Tiers Map serves as a guide for development and investment decisions. The map's purpose is to ensure Boone accommodates growth consistent with the Boone Next Planning Principles, intentionally directs growth to desired areas, manages the pace of development, and aims for fiscal balance. This map is intended to be used when considering zoning and development approvals, utility service extensions, annexations, incentives, and capital investments. This map should be used in coordination with the Utility Service and Annexation Criteria. The Growth Management Tiers Map will be updated from time to time to reflect changing planning conditions.

Goal 1.6 AN AFFORDABLE TOWN TO LIVE IN

Boone will facilitate sustainable affordable housing for low- to middle-income residents.

Policy 1.6.1: Support Income-Restricted Housing

Support permanently affordable housing for low- and middle-income residents geographically located throughout the town. Prioritize permanent affordability, particularly for those at or below 60 percent of the area median income, through community land trusts, nonprofit ownership and management, the Housing Authority, town ownership, and restricted deeds and covenants. Consider programs that fund home improvements for low income homeowners in exchange for right of first refusal to purchase homes for affordable housing partners.

Policy 1.6.2: Use Innovative Tools to Expand Affordable Housing

Using incentives like density bonuses, regulations, and other strategies, strive to achieve a minimum of 5-10 percent income-restricted units in new multi-unit residential construction projects.

Policy 1.6.3: Diversify Boone's Housing Options

Promote a variety of housing types as well as housing tenure options around Boone. While the town should continue to build single-family, townhome, and multifamily buildings, explore other types of well-designed and contextually compatible housing, such as quadplexes and small-scale multiplexes. The town can use creative tools, like zoning "opt-in" districts, to ensure additional densities come with public benefits like income-restricted units. Also, support alternative housing tenure options like the community land trust model and cooperative housing. Unless Boone's rugged terrain precludes it, consider the use of pre-approved blueprints to reduce construction costs while ensuring high quality building designs and materials.

Policy 1.6.4: Make Daily Needs More Accessible Across Boone

Consider both the cost of housing and the cost of transportation as the town develops, recognizing that transportation costs rise as distances to daily needs like grocery stores, daycare, work, and school increase. Focus on distribution of uses and services using walkable urban design principles that make daily needs more accessible to all ages and abilities. Measure and track

progress toward increasing the proportion of residents living within a comfortable 5-10 minute walk, bike, or transit ride to daycare facilities; grocery stores; parks, greenways, or playgrounds; and employment destinations.

Policy 1.6.5: Preserve the Town's existing affordable homes

While ensuring housing is safe for tenants through code enforcement, preserve the townwide stock of naturally occurring affordable housing (NOAH) using zoning and other innovative planning tools.

Goal 2.4 INCREASE MOBILITY THROUGH CAPACITY & ACCESS MANAGMENT

Policy 2.4.6: Promote Future Connectivity by Planning Stub Streets, Reducing Access Points on Major Roadways, and Encouraging Cross-Parcel Links During Redevelopment

Design for future connectivity between neighborhoods, such as stub streets for future connections (this somewhat contradicts with the current standards in the UDO and therefore needs careful evaluation).

Identify tools to close access points on properties with multiple access points, particularly on major roadways such as NC 105 or US 321, during redevelopment projects. Identify tools to minimize new access points and encourage cross parcel connectivity during redevelopment and new construction projects.

Goal 4.4 LONG-TERM FISCAL BALANCE

Long-term fiscal balance will be achieved through land use and growth decisions that are informed by long-term fiscal impacts of development.

Policy 4.4.1: Promote Use of Existing Resources

Promote infill, redevelopment, and adaptive use as a way to maximize use of existing services, infrastructure, and utilities.

Policy 4.4.2: Proactively Manage Growth and Development

Anticipate and guide future growth and development using the planning principles, frameworks, and maps in this Comprehensive Plan to ensure that new development can be supported by town infrastructure and services while protecting open space.

Policy 4.4.3: Promote Smart Growth

Ensure new growth and development is fiscally balanced in the long run while directing more growth to areas with existing services and infrastructure. Some types of developments and land uses are necessary to the social needs of the town and do not necessarily directly improve the town's fiscal balance, such as recreation and cultural facilities or affordable housing. Encourage compact development that can be more efficiently served, especially as indicated on the Future Land Use Map.

Policy 4.4.4: Consider Community Priorities and Long-Term Impacts

Consider community priorities and long-term impacts in decision-making, with the understanding that some community priorities may not have positive fiscal impacts and some decisions may not provide short-term benefits.

Goal 5.1 A SUSTAINABLE AND RESILIENT WATERSHED

Policy 5.1.1: Use Low Impact Development Practices

To protect water quality, use low impact development practices, like bioswales, rain gardens, and permeable pavement that use or mimic natural processes. Promote use of local plant species and limit or eliminate the planting of invasive plant species.

Conditions of Approval

1. Where there is a conflict between the original application information and the plans (received on June 10, 2026), the plans shall control. Insignificant deviations may be permitted to comply with the requirements of the UDO. For application elements not depicted on the plans but included in the written materials provided by the applicant and considered at the public hearing held on July 27, 2026, those details shall be considered part of the approved plan except as may be specifically provided otherwise in these conditions or was represented otherwise by the applicant at the public hearing.
2. Any commitments and representations concerning the proposed development made by the applicant at the public hearing shall also become a condition of the permit and a basis for a stop work order and/or permit revocation if violated.
3. The applicant shall submit the necessary applications, plans, details, and specifications meeting the requirements of the Town Code, UDO, Building Code, and any other applicable codes for review and approval necessary to issue Zoning and Building Permits.
4. Any other condition agreed upon…

Planning Commission Recommendation

Per NCGS 160D-604(b), subsequent to initial adoption of a zoning regulation, all proposed amendments to the zoning regulation or zoning map shall be submitted to the Planning Commission for review and comment. If no written report is received from the Planning Commission within 30 days of referral of the amendment to that board, the Town Council may act on the amendment without the Planning Commission report. The Town Council is not bound by the recommendations, if any, of the Planning Commission. Per NCGS 160D-604(d), when conducting a review of proposed zoning text or map, the Planning Commission shall advise and comment on whether the proposed action is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable. The Planning Commission shall provide a written recommendation to the governing board that addresses plan consistency and other matters as deemed appropriate by the Planning Commission, but a comment by the Planning Commission that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the governing board.

First Motion and Vote: Commission Chair Veno made a motion that the proposed amendment to the Town's zoning map is not consistent with the Town's current comprehensive plan and any other adopted plan(s) of the Town that are applicable because of the following from Boone Next:

Goals & Policies

- **Goal 1.1**: A sustainable built pattern: Boone's interwoven natural and built environments will promote social, environmental, and fiscal sustainability while aiming to reduce auto- dependence and the roots of traffic congestion. The town will be a leader of green building design and climate responsibility.

- **Goal 1.2**: Development true to Boone's vision: Boone's development and redevelopment will enhance the best of the town's existing built environment and reinforce the vision set forth in this plan.
- **Policy 1.2.1**: Build the Town for People: To the extent possible, the built environment should be human-scale and pedestrian oriented rather than large-scale and auto-oriented. There are urban design characteristics that transcend eras, styles, and typologies that help to explain why Boone's beloved downtown makes human beings comfortable. Human-scale development is not defined by density, but instead by urban design that makes human beings comfortable and happy navigating streets, activity centers, and neighborhoods on foot. Human-scale built environments might consider terminating vistas at the end of streets or the width and frontage of new buildings.
- **Goal 1.3**: A preserved heritage: Boone's unique architectural and cultural history is celebrated. The town preserves historic buildings and encourages the design of new buildings and places that complement its architectural heritage.
- **Goal 2.4**: Increase mobility through capacity & access management: Ensure Boone's street network supports safe, reliable transportation for all modes by addressing growth-related challenges with strategic roadway improvements beyond traditional widening.

The motion was seconded by Commission Member King.

Vote: Aye – 6
Nay – 0
The motion passed.

Second Motion and Vote: Commission Chair Veno made a motion, seconded by Commission Member King, that the Planning Commission recommends denial of Ordinance #A26-0357 within Staff Report Exhibit A, and denial is reasonable and in the public interest because there is a lack of commitment on the part of the developer and the application is not in keeping with the spirit of neighborhood conservation. There are too many unresolved issues and there is a lack of both community support and commitment to mixed-use housing.

Vote: Aye – 6
Nay – 0
The motion passed.

Town Council – Adoption of Zoning Ordinance

Per NCGS 160D-605, when adopting or rejecting any zoning text or map amendment, the Town Council shall approve a brief statement describing whether its action is consistent or inconsistent with an adopted comprehensive plan. The requirement for a plan consistency statement may also be met by a clear indication in the minutes of the governing board that at the time of action on the amendment the governing board was aware of and considered the planning board's recommendations and any relevant portions of an adopted comprehensive plan. If a zoning map amendment is adopted and the action was deemed inconsistent with the adopted plan, the zoning administrator shall have the effect of also amending any future land-use map in the approved plan, and no additional request or application for a plan amendment shall be required. A plan amendment and a zoning amendment may be considered concurrently.

Vote 1: The proposed amendment to the Town's zoning map ☐**is** OR ☐**is not** consistent with the Town's comprehensive plan and any other adopted plan(s) of the Town that are applicable because:

_____

_____

_____

Note 1: *describe elements of controlling land use plans and how the amendment is or is not consistent.*

Vote 2: The Town Council ☐**approves** OR ☐**denies** Ordinance A26-0357 within Exhibit A and believes ☐**approval** OR ☐**denial** is reasonable and in the public interest because:

_____

_____

_____

Note 2: *briefly explain why, factors may include (i) the size, physical conditions, and other attributes of the area proposed to be rezoned, (ii) the benefits and detriments to the landowners, the neighbors, and the surrounding community, (iii) the relationship between the current actual and permissible development on the tract and adjoining areas and the development that would be permissible under the proposed amendment; (iv) why the action taken is in the public interest; and (v) any changed conditions warranting the amendment.*

Staff Report Exhibit A: Ordinance #A26-0357

ORDINANCE # A26-0357

AN ORDINANCE TO REZONE PROPERTY WITHIN THE TOWN OF BOONE

WHEREAS, pursuant to N.C. Gen. Stat. §160D-601, the Town may amend its zoning map after giving proper public notice and holding a public hearing; and

WHEREAS, the Planning Commission and Town Council has received the request to amend the Official Zoning Map of the Town of Boone, North Carolina to zone the property below as presented:

Address: 115 Beverly Heights Dr

Watauga County PINs: 2910-36-7347-000, 2910-36-8089-000, 2910-46-0833-000, 2910-46-1791-000, 2910-46-2684-000, and 2910-46-3578-000

Property Owner: GH Winkler Family Limited Partnership

Zoning: Conditional District R3 Multiple-Family Residential District with Corridor District and Viewshed Protection District Overlays for Use 1.16 Multi-Family Dwelling in Mixed-Use (>100 Bedrooms), Use 11.11 Retail Store up to 5,000 ft^2, and Use 15.02 Parking Structure with a site-specific development plan for a 179 unit, 618 bedroom, residential community

WHEREAS, the Boone Town Council held a duly-noticed public hearing on July 27, 2026 with respect to this rezoning request; and

WHEREAS, the Boone Town Council has taken into full consideration any information offered at the public hearing; and

WHEREAS, this Town Council has reviewed the written recommendations of the Town of Boone Planning Commission; and

NOW, THEREFORE, BE IT RESOLVED as follows:

SECTION 1. The Boone Town Council hereby approves and adopts the modifications to the Town Zoning Map as set forth herein.

SECTION 2. All provisions of any Town ordinance in conflict with this ordinance are hereby repealed to the extent of such conflict.

SECTION 3. This Ordinance shall be effective immediately upon its adoption by Town Council.

Adopted this day September 23, 2026.

The Honorable Dalton George, Mayor

Attest:

Nicole Harmon-Church, Town Clerk

PROJECT NARRATIVE – LCD ACQUISITIONS, LLC

LCD Acquisitions, LLC is requesting a Conditional District Zoning Map Amendment for five Town of Boone parcels currently zoned as provided below. Total combined project site is 23.3 acres. While site does not have direct access to NC-105, the largest parcel lies in the Corridor District Overlay. Applicant is proposing a multi-family development with a variety of residential units and building types, a parking deck, and a 1,000 SF "Grab & Go" retail space which will be open to the general public.

Current uses of the parcels are a golf driving range and vacant lots. Applicant is proposing conditions which restrict areas denoted on the site plan to green space, through a conservation easement (if accepted) and/ or restrictive covenants*, to provide additional buffer between the proposed development and existing single-family homes in University Village.

Project site is in a Viewshed Protection District with significant topography. Proposed site is designed to use topography and existing Viewshed Protected areas to shield larger buildings, including the parking deck, from neighboring properties.

Due to prior development, an existing stream on the project site was partially piped. Applicant proposes to restore stream and provide applicable stream buffers to create a natural focal point for project.

Site Information

ADDRESS	PIN	ACREAGE	CURRENT ZONING	OVERLAY DISTRICT	PROPOSED ZONING
115 Beverly Heights Ave	2910-36-7347	19.742 ac	B3, R3	CORRIDOR	CD-B3
	2910-46-0833	2.017 ac	R1		CD-B3
Lot 71 University Village	2910-46-1791	0.548 ac	R1		CD-B3
Lot 70 University Village	2910-46-2684	0.494 ac	R1		CD-B3
Lot 69 University Village	2910-46-3578	0.453 ac	R1		CD-B3
Beverly Heights Ave 2' strip	2415-36-8089	0.043 ac	R1	CORRIDOR	CD-B3

Proposed Allowable Uses

1.16 Multi-Family Dwelling in Mixed Use (> 100 bedrooms)
11.11 Retail Store up to 5,000 SF

Plan Updates from July 2026 Planning Commission Presentation

1. **Density Reduction**: Buildings 1 and 2 on the eastern side of the previous site plan have been removed in order to enhance greenspace along the stream. Units have been added into Buildings 300 and 400, which concentrates more density on the western side of the plan in the Flats, reducing the density on the eastern portion closest to the surrounding neighborhood.
    a. In total the unit count has been reduced from 185 to 179, and the bed count from 642 to 618.
2. **Attainable Housing:** The 10 attainable housing units will be a mix of sizes and number of bedrooms (rather than only one-bedroom units, as previously proposed). See further below for additional terms regarding leasing of those units.
3. **Parking Reduction**: The number of surface parking spaces on the east side of the property has been reduced from 225 to 200, allowing for additional green space adjacent to the creek.
4. **Dedicated Green Space:** With the removal of Buildings 1 and 2 from the previous plan, a dedicated public green space has been added which will include tables, benches, and hammocks.
5. **AppalCART:** Since the Planning Commission hearing, the applicant has been working with AppalCART to identify proper pick-up/drop-off locations on the site. After consulting with AppalCART, we selected three locations, with their guidance, to allow for efficient access and services to the property. Those locations are called out on the plan.
6. **Unit Leasing- By the Bed vs. Unit:** Based on the community and commission's feedback at the Planning Commission hearing, the applicant would like to propose a bifurcated leasing structure. For the Flats portion of the property on the west side of the creek (in Buildings 100, 200, 300, 400, 500), the applicant is proposing to lease those units by the bedroom, but for the cottages and row apartments on the east side of the creek (Buildings 1-16), the Applicant proposes leasing those by the unit.
7. **Reduction of Traffic Impact:** Relative to the previous design presented at Planning Commission, projected daily traffic count has been reduced by 18%, with the AM peak hour trips being reduced by 22% and the PM peak hour trips being reduced by 18%. This is attributed to the reduction in density along with the addition of AppalCART service.
8. **Gated Entrances/Exits:** To discourage traffic on Beverly Heights Ave and neighboring residential roads, the applicant is proposing the implementation of gates at the two easternmost entrances/exits. These driveways will be fully accessible for emergency service vehicles and AppalCART via a Knox Box, but residents will not be able to enter or exit the property at these driveways and will be required to access the property at the driveway closest to the Hwy 105 Extension.

Requested Deviations from Ordinance Standards

Minimum Building Separation (UDO 14.03.08): *Minimum Building Spacing A. The minimum spacing between any two (2) buildings located on a single lot, which contain residential uses, shall be the sum of the spacing distances required for the walls of each building or portion thereof as follows: 1. The required spacing between buildings for any wall containing windows shall be the horizontal distance equal to the minimum interior setback applicable to the lot or district in which it is located, plus one (1) additional foot for each foot the height of the building exceeds thirty-five feet (35'). 2. The required spacing distance for a windowless wall shall be in accordance with the applicable building codes.*

> A deviation is requested to reduce the minimum interior setback between buildings for any walls containing windows from a distance equal to the minimum interior parcel setback (17 feet) plus one foot for every foot that exceeds 35 feet of building height to a minimum of 12.5 feet.

Multi-Family in Mixed Use (UDO 15.04)
15.03.03 (A): *Each new multi-family development shall meet the following standards:*
A. A townhouse style design and a mixture of unit configuration and sizes per development shall be encouraged. No one type of dwelling units, as defined by the number of bedrooms, shall comprise more than 50% of the total units

> A deviation is requested to allow a type of dwelling unit, as defined by number of bedrooms to exceed 50% of the total units. Applicant is requesting 65.4% 4-bedroom units.

15.03.03 (B): *Parking shall be limited to a maximum of two (2) spaces per unit and a clearly designated parking area for visitors. 1. The square footage of the parking designated for visitors may not exceed ten percent (10%) of the total parking area. A minimum of twenty-five percent (25%) of units shall have a garage or carport. 2. If freestanding, garages and carports shall be architecturally integrated with the development. To the greatest extent practicable, parking shall be located behind or underneath proposed building(s).*

> A deviation is requested to increase the allowable parking maximum to greater than two (2) spaces per unit. It should be noted that our parking maximum is calculated based on Article 24.01.05.

15.03.04: *Each residential building shall meet the following standards: A. The maximum building height shall be three (3) stories of occupied space, and in no case shall the building exceed fifty feet (50') in total height including the roof or the maximum in the particular zoning district, whichever is less.*

A deviation is requested to allow for 4-story buildings in Buildings 100, 200, 300, 400 and 500. The true height of the buildings will remain at 3 stories, with half of the basement level in each building containing occupiable space. Applicant is asking for an increase in the number of stories, with the Building Height above grade being 41'2" and the additional half basement level being 10' 7- 7/8" for a total building height of 51' 9 - 7/8".

15.04.01 (D): *A minimum of 60% of the street facing street level building facade shall be comprised of transparent, non-reflective windows.*

A deviation is requested for less than 60% of street level building facades to be comprised of transparent, non-reflective windows.

15.04.01 (F): *No one type of dwelling units, as defined by the number of bedrooms, shall comprise more than 50% of the total units.*

As stated above, a deviation is requested to allow a type of dwelling unit to exceed 50% of the total units. Applicant is requesting 65.4% 4-bedroom units.

15.04.01 (G): 2. Two-bedroom unit: one or two bathrooms, with no less than one bathroom with common access *3. Three-bedroom unit: two bathrooms with no less than one bathroom with common access. 4. Four or more-bedroom unit: three bathrooms with no less than two bathrooms with common access from a hall.*

A deviation is requested for relief of requirements to limit bedroom to bathroom ratio within each unit. Applicant is requesting bedroom-bathroom parity for the majority of units, including 3-bedroom and 4-bedroom units. The project will include half-bathrooms in the 3 story 4-bedroom (row apartments – 12 total units) for a total of 4.5 bathrooms per unit. The 2- bedroom units above the flats will contain half bathroom, for a total of 2.5 bathrooms, in 26 units.

15.04.01 (H): *In every unit with two or more bedrooms, a designated master suite must be included and shall be at least 25% larger than every other bedroom and not less than 144 square feet excluding closet space*

A deviation is requested to allow size of master bedroom in units with two or more bedrooms to be less than 25% larger than every other bedroom and to provide less than 144 square feet of closet space.

15.04.04 (A) (2) (b) (i): *A mixed-use project shall meet the following criteria: i. Each project shall fully consist of street level commercial uses (i.e. retail, office, and restaurant) of 100% of the street level gross floor area on every building which fronts a corridor protected by the Corridor District. In*

addition, at least 50% of the total gross floor area of all buildings located within the Corridor District shall fully consist of commercial uses. This requirement may be satisfied if the commercial floor area is distributed among buildings or within one building.

A deviation is requested for relief from requirement that at least 50% of the total gross floor area of all buildings located within the Corridor District fully consist of commercial uses.

Viewshed Protection District Maximum Land Disturbance (UDO 14.42.03 (A) (2)): *The maximum allowable land disturbance for property in the viewshed which is larger than two (2) acres shall be limited to three-quarters (3/4) of an acre for the first two (2) acres, plus thirty percent (30%) of the additional property. For example, a tract of land of four (4) acres can be developed with three-quarters (3/4) acre, or 32,670 square feet, of land disturbed based upon the first two acres, and an additional thirty percent (30%), or 26,136 square feet of land disturbed, based on the additional two (2) acres. Therefore, a total of 58,806 square feet can be disturbed in the development of the four (4) acres, and this total amount of land disturbance may be consolidated in one area of the property. In this example, the land in one (1) acre can be 100% disturbed, in a second acre, partly disturbed, and in the remaining two (2) acres, undisturbed.*

A deviation is requested to increase maximum allowable land disturbance in the viewshed for a property larger than 2 acres. Allowable viewshed disturbance is 2.5 acres of the 7 acres of project site located in the viewshed. Applicant is requesting an additional 0.5 acres for a total disturbance of 3 acres in the viewshed. The current design is in compliance with the Viewshed Corridor requirements, but a deviation is requested for flexibility in final design.

Maximum Parking (UDO 24.01.05): *An applicant may be allowed additional parking in excess of the maximum established per subsection (A) above in the following instances: 1. The applicant is proposing to develop structured parking and is proposing extra spaces that will be available for public use and/or for shared or satellite parking as defined in this Article. Town of Boone Unified Development Ordinance Article 24 Parking 24-5 2. In the R3 and B3 districts, an applicant may be allowed additional parking spaces in surface parking lots in excess of the maximum established per subsection (A) above in the following instances: i. The additional parking spaces are to be used for shared parking or satellite parking, as defined in this Article, or for public use, and ii. ii. The applicant provides double the landscape buffer otherwise required under this Ordinance.*

A deviation is requested to exceed maximum number of parking spaces which is calculated as 120% of minimum number of parking spaces. The minimum number of parking spaces required is 437 (for 618 beds and 1,000 SF of retail). The maximum number of parking spaces allowed (for 618 beds and 1,000 SF of retail) is 524 spaces. Applicant is requesting increase to 567 spaces. These spaces will be provided with a parking deck (304 spaces),

surface parking (253 spaces), and driveways/garages for 1-bedroom cottage-style units (10 spaces).

Loading and Unloading Areas (UDO 24.08.01): *Subject to Subsection 24.08.06, whenever the normal operation of any development requires that goods, merchandise, or equipment be routinely delivered to or shipped from that development, a sufficient off-street loading and unloading area, located at the rear, side or end of the business, must be provided initially and continually in accordance with this Subsection to accommodate the delivery or shipment operations in a safe and convenient manner.*

A deviation is requested to omit requirement for loading zone as delivery of proposed retail goods may utilize proposed parking spaces at "Grab and Go" market.

Retaining Wall Height (UDO 25.04.02): *No retaining wall may be more than eight feet (8') in height. This height does not include decorative caps that are less than eight inches (8") in height. Screen walls shall not be taller than necessary to conceal the item screened (such as a dumpster, HVAC equipment, etc.)*

A deviation is requested to allow retaining walls greater than 8 feet. Applicant is requesting a 25% increase in allowed height from 8 feet to 10 feet, utilizing the Town's ability to administratively approve a height increase of 25%.

Mitigation of Impacts

Noise:

The site will be designed with a substantial landscape buffer and conservation easement, most of which will preserve existing vegetation, around the entirety of the site to mitigate potential noise impacts to surrounding residential uses. Along Beverly Heights Avenue, we are proposing a 3-foot high and 20-foot-wide landscape berm which will be planted with trees which are double the minimum caliper width as stipulated in Article 31.04.04 of the UDO.

Additionally, LCD Acquisition's in-house property management team maintains and enforces a resident code of conduct designed to minimize excessive noise and disruptive activities. Residents are prohibited from creating unreasonable noise disturbances or hosting disruptive gatherings. Violations of these standards may result in lease enforcement actions, up to and including lease termination and payment of the outstanding balance of rent, in accordance with the terms of the lease agreement. Applicant is proposing to enter into a voluntary Conservation Easement to preserve the greenspace buffer between the project and the University Village neighborhood.

Lighting:

The proposed development will be designed to minimize lighting impacts on adjacent properties. Existing vegetation around the perimeter of the site and the proposed landscape berm along Beverly Heights Avenue will provide additional screening of light sources from neighboring residential properties.

As part of the final site lighting design plan, the Applicant will provide a photometric study which will evaluate lighting levels throughout the project and at its perimeter. The study will help ensure that site lighting is appropriately designed and placed to support resident safety and visibility while limiting light pollution onto neighboring properties.

Traffic:

To mitigate traffic impacts, the applicant has committed to several transportation improvements, including upgrading Beverly Heights Avenue to Town standards and working with the Town of Boone and NCDOT to improve safety and operations at the intersection of NC-105 and Beverly Heights Avenue. AppalCART has committed to adding three bus stops on site to encourage residents to use public transit. Additionally, the applicant will work with Town staff to provide pedestrian connectivity between the project site and Appalachian State University via Horn Avenue, encouraging walking as an alternative to vehicle trips. Applicant is proposing to commit $300,000 for the construction of sidewalks on Horn Avenue to allow for better pedestrian connectivity.

As part of the traffic mitigation comments received by the neighbors, Landmark and our Traffic engineer met with Town staff to explore a.) providing gated access along Beverly Heights and b.) closing access to Berkley Ave, Sheridan Ave, and Olanche Ave. At this time staff recommended that neither option would be supported by the Town. Applicant proposes installing bollards, if approved by Town Staff, on Roads B and C to discourage additional through traffic on Beverly Heights.

Environmental Concerns:

A partially piped stream currently bisects the site. Applicant will work with NCDEQ, our environmental consultant, and the Town of Boone to preserve this stream as a natural amenity for the site, by eliminating the piped portions of the streams and daylighting the entirety of the stream on the proposed property.

Proposed Voluntary Conditions

Attainable Units:

The applicant will set aside 10 units comprised of: 6 one-bedroom units, 2 two-bedroom units, and 2 three-bedroom units, representing 5.6% of the project's total units, as workforce housing or “Attainable Units” in the same manner as the previously approved “Greenway Project” according to the following terms:

Restrictive covenant(s), in a form approved by the Town, shall be filed and recorded in the property's chain of title by the property owner in the Watauga County Register of Deeds prior to the completion of the construction of the multifamily apartment community on the land that is the subject to rezoning (the "Project"). The covenant shall provide the following terms:

a. The owner shall set aside ten (10) of the multifamily apartment units ("Attainable Units") at the Project to be available for lease only by Preferred Employer Tenants at the Preferred Employer Rate.

b. "Preferred Employer" includes Town of Boone, Watauga County, Watauga County Schools, a 501(c)(3) organization headquartered in and serving Watauga County, or any similar organization agreed upon by the property owner and the Town Manager.

c. A "Preferred Employer Tenant" is a person who, at the time the person applies to lease an Attainable Unit, is employed by a Preferred Employer with an annual household income that does not exceed 120% of the area median family income for Watauga County, as published annually by the United States Department of Housing and Urban Development ("HUD").

d. The "Preferred Employer Rate" for a one-year lease is $1,500 per month for a one-bedroom unit, $1,900 per month for a two-bedroom unit, and $2,200 per for a three-bedroom unit which rate shall increase annually by 3%.

e. The Attainable Units will be contained exclusively within the buildings identified as Building Nos. 1, 12, 13 and 15 in the Project site plan and will be comparable in square footage and external appearance to the other units in the Project. The specific units to be leased by Preferred Employer Tenants at Preferred Employer Rates.

f. Nothing herein or the covenant shall require the owner to lease any unit to any person who does not meet the tenant applicant requirements adopted by the owner for the Project (except any income-based standard), including the satisfactory completion of a criminal background check and credit check.

g. In the event the owner uses good faith effort to lease an Attainable Unit for a period of ninety (90) consecutive days and the Attainable Unit remains vacant at the conclusion of that 90-day period, then the owner may then lease such Attainable Unit to anyone at the market rate.

h. Upon request by the Town Manager, the owner annually shall provide the Town rental records that are sufficient to demonstrate its compliance with the restrictions imposed by the covenant.

i. The covenant shall automatically expire, terminate, and be of no further force or effect after ten

(10) years from the date on which it is recorded. The 10-year time commitment for the 10 attainable units within the assigned buildings for preferred employer tenants will start when the last certificate of occupancy for the development is issued.

Upgrade Beverly Heights Avenue:
Applicant will bring street up to Town of Boone standards per UDO Article 23 and Town of Boone Roadway & Sidewalk Program Handbook. Applicant will work with staff for appropriate street classification, pavement width, and drainage requirements.

Intersection Improvements:
Applicant will work with Town of Boone and NCDOT to increase safety at intersection of NC-105 and Beverly Heights Ave by removing westbound through and left (south) turns from Beverly Heights Avenue.

Off-site Pedestrian Improvements:
Applicant will work with Town of Boone staff to complete sidewalk from project site to Appalachian State University via Horn Avenue. Applicant will fund $300,000 towards the design, right-of-way acquisition, and construction of the pedestrian connections along Horn Avenue.

Stream Restoration:
Applicant will work with NCDEQ and environmental consultant to restore piped stream to a daylighted condition. Town of Boone stream buffers will be provided.

Conservation Easement/ Restricted Buffer:
Applicant is proposing to restrict approximately 6.4 acres of buffer area shown on the site plan (the "Restricted Buffer"), by (preferably) entering into a conservation easement with a nonprofit land conservancy entity to encumber the Restricted Buffer in perpetuity, which is subject to the discretion of the conservation entity. In the event a conservation entity will not accept the Restricted Buffer for any reason, Applicant proposes achieving the same goal by permanently restricting the Restricted Buffer by recorded instrument(s) or whatever other mechanism (if any) is acceptable to ensure the Restricted Area cannot be developed in the future by anyone.

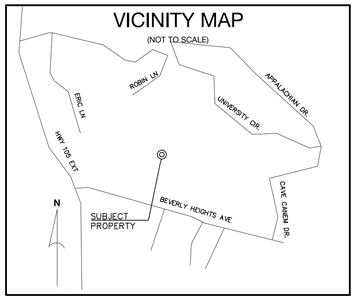
WALK AT BOONE

TOWN OF BOONE, NORTH CAROLINA

PREPARED FOR:

LCD ACQUISITIONS, LLC
315 OCONEE STREET
ATHENS, GA 30601
CHASE POWELL
(706) 543-1910

INDEX OF SHEETS	
SHEET NO	TITLE
C000	COVER
C001	SURVEY
C100	EXISTING CONDITIONS MASTER PLAN
C200	MASTER SITE PLAN
C400	MASTER STORM DRAINAGE PLAN
C600	MASTER SEWER PLAN
C700	MASTER WATER PLAN



811 Know what's **below.** **Call** before you dig.

GRAPHIC SCALE

40 0 20 40 80 120

(IN FEET)
1 inch = 40 ft.

DEVELOPMENT DATA

OWNER/DEVELOPER:	LCD ACQUISITIONS, LLC 315 OCONEE STREET ATHENS, GA 30601
CONTACT:	CHASE POWELL (706) 543-1910
CIVIL ENGINEER:	CIVIL DESIGN CONCEPTS, P.A. 84 COXE AVENUE – SUITE 260 ASHEVILLE, NC 28801
CONTACT:	GREGORY R. HOFFMAN, P.E. (828) 252-5388

84 COXE AVENUE - SUITE 260
ASHEVILLE, NC 28801
PHONE (828) 252-5388

110 WEST 1ST AVENUE - SUITE A
EASLEY, SC 29640
PHONE (864) 242-6072

52 WALNUT STREET - SUITE 9
WAYNESVILLE, NC 28786
PHONE (828) 452-4410

CDC Civil Design Concepts, PA
www.cdcpa.com

NCBELS #: C-2184 SCLLR #: 4736

NO.	DATE	DESCRIPTION	BY
1	8/24/2026	PLANNING COMMISSION REVISIONS	PMA

NORTH CAROLINA
GREGORY R. HOFFMAN
038134
ENGINEER
PROGRESS DRAWING, DO NOT USE FOR CONSTRUCTION

COVER FOR:
WALK AT BOONE
LCD ACQUISITIONS, LLC – TOWN OF BOONE, NORTH CAROLINA

DRAWN BY: MP
CDC PROJECT NO.: 26036
XXX PERMIT NO. XXXX

SHEET
C000

LEGEND

- PROPERTY LINE
- ADJOINER'S BOUNDARY PER DEED
- ADJOINER'S SURVEYED LINE
- R/W — RIGHT-OF-WAY
- EASEMENT (AS NOTED)
- SETBACK LINE AS NOTED
- BUILDING
- PAVEMENT
- CONCRETE
- EDGE OF GRAVEL
- FENCE (AS NOTED)
- SANITARY SEWER LINE
- STM — STORMWATER PIPE (AS NOTED)
- OE — OE — OVERHEAD UTILITY LINE (AS NOTED)
- CENTERLINE OF CREEK
- BE — BE — BURIED ELECTRIC
- BTC — BTC — BURIED TELEPHONE
- SEWER LINE
- GAS LINE
- MONUMENT FOUND
- REBAR FOUND
- REBAR SET
- IRON PIPE FOUND
- IRON PIPE SET
- NAIL FOUND
- NAIL SET
- CALCULATED POINT
- WM — WATER METER
- HYD — FIRE HYDRANT
- WV — WATER VALVE
- S — SEWER MANHOLE
- C.O. — SEWER CLEANOUT
- T — TRAFFIC SIGN (AS NOTED)
- U — UTILITY PEDESTAL AS NOTED
- E — ELECTRICAL TRANSFORMER
- PP — POWER POLE
- GUY WIRE

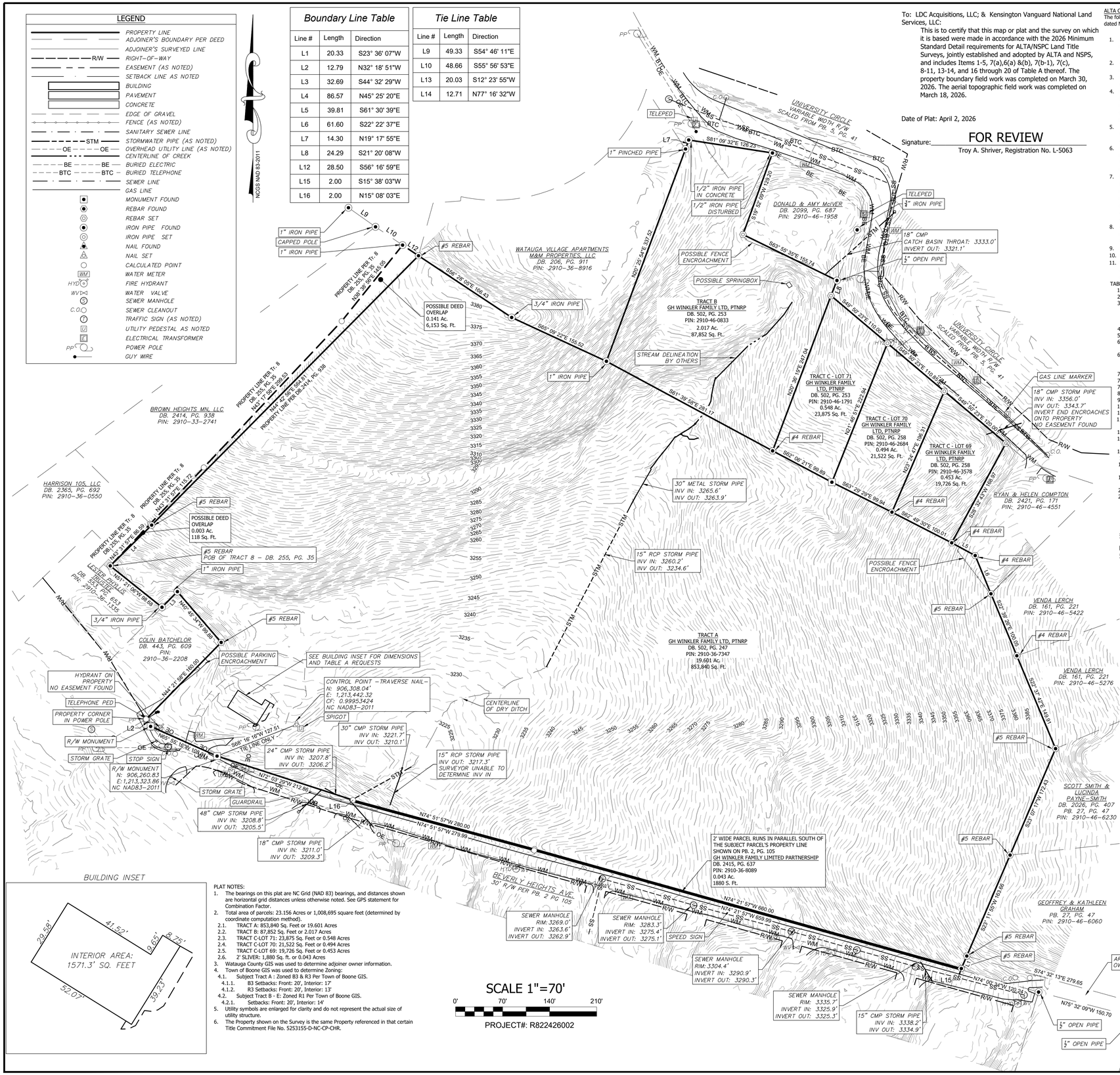
NCGS NAD 83-2011

Boundary Line Table

Line #	Length	Direction
L1	20.33	S23° 36' 07"W
L2	12.79	N32° 18' 51"W
L3	32.69	S44° 32' 29"W
L4	86.57	N45° 25' 20"E
L5	39.81	S61° 30' 39"E
L6	61.60	S22° 22' 37"E
L7	14.30	N19° 17' 55"E
L8	24.29	S21° 20' 08"W
L12	28.50	S56° 16' 59"E
L15	2.00	S15° 38' 03"W
L16	2.00	N15° 08' 03"E

Tie Line Table

Line #	Length	Direction
L9	49.33	S54° 46' 11"E
L10	48.66	S55° 56' 53"E
L13	20.03	S12° 23' 55"W
L14	12.71	N77° 16' 32"W



BUILDING INSET

PLAT NOTES:
1. The bearings on this plat are NC Grid (NAD 83) bearings, and distances shown are horizontal grid distances unless otherwise noted. See GPS statement for Combination Factor.
2. Total area of parcels: 23.156 Acres or 1,008,695 square feet (determined by coordinate computation method).
   - 2.1. TRACT A: 853,840 Sq. Feet or 19.601 Acres
   - 2.2. TRACT B: 87,852 Sq. Feet or 2.017 Acres
   - 2.3. TRACT C-LOT 71: 23,875 Sq. Feet or 0.548 Acres
   - 2.4. TRACT C-LOT 70: 21,522 Sq. Feet or 0.494 Acres
   - 2.5. TRACT C-LOT 69: 19,726 Sq. Feet or 0.453 Acres
   - 2.6. 2' SLIVER: 1,880 Sq. ft. or 0.043 Acres
3. Watauga County GIS was used to determine adjoiner owner information.
4. Town of Boone GIS was used to determine Zoning:
   - 4.1. Subject Tract A : Zoned B3 & R3 Per Town of Boone GIS.
     - 4.1.1. B3 Setbacks: Front: 20', Interior: 17'
     - 4.1.2. R3 Setbacks: Front: 20', Interior: 13'
   - 4.2. Subject Tract B - E: Zoned R1 Per Town of Boone GIS.
     - 4.2.1. Setbacks: Front: 20', Interior: 14'
5. Utility symbols are enlarged for clarity and do not represent the actual size of utility structure.
6. The Property shown on the Survey is the same Property referenced in that certain Title Commitment File No. 5253155-D-NC-CP-CHR.

To: LDC Acquisitions, LLC; & Kensington Vanguard National Land Services, LLC:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2026 Minimum Standard Detail requirements for ALTA/NSPC Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1-5, 7(a),6(a) &(b), 7(b-1), 7(c), 8-11, 13-14, and 16 through 20 of Table A thereof. The property boundary field work was completed on March 30, 2026. The aerial topographic field work was completed on March 18, 2026.

Date of Plat: April 2, 2026

Signature: FOR REVIEW

Troy A. Shriver, Registration No. L-5063

ALTA COMMITMENT - SCHEDULE B - PART II - Exceptions

The following matters set forth on Kensington Vanguard National Land Services, LLC File No. 5220526-F-NC-CP-CHR dated March 10, 2026. Surveyor's comments are in BOLD after each exception.

1. Any defect, lien, encumbrance, adverse claim, or other matter that appears for the first time in the Public Records or is created, attaches, or is disclosed between the Commitment Date and the date on which all of the Schedule B, Part I-Requirements are met.
2. All taxes for the year 2026, liens not yet due and payable, and any additional taxes which result from a rebilling or reassessment of the subject premises. NOT A SURVEY MATTER
3. Easements, or claims of easements, now shown by the public records. NOT ADDITIONAL EASEMENTS WHERE RECOVERED BY THEY SURVEYOR OTHER THAN THOSE LIST WITHIN TITLE COMMITMENT.
4. Drainage Easement recorded in Book 322, Page 239 , Watauga County Registry. IT IS THE SURVEYOR'S OPINION THAT THIS EASEMENT DOES NOT EFFECT THE SUBJECT PARCEL AS DESCRIBED. EASEMENT DESCRIBED AS BEING ON THE WESTERN RIGHT OF WAY OF NC HWY 105/221. EASEMENT IS LOCATED ON PROPERTY CURRENTLY OWNED BY FIRST-CITIZENS BANK & TRUST COMPANY AND IS SHOWN ON PLAT BOOK 15, PAGE 51. REFER TO SAID PLAT FOR GRAPHIC REPRESENTATION.
5. Temporary Deed of Easement recorded in Book 333, Page 576 , Watauga County Registry. IT IS THE SURVEYOR'S OPINION THAT THIS EASEMENT DOES NOT EFFECT THE SUBJECT PARCEL AS DESCRIBED, AND IS ASSOCIATED WITH COMMITMENT #4 ABOVE.
6. Easements, setback lines and any other matters shown on plat recorded in Plat Book 5, Page 41 ; Plat Book 4, Page 203 ; and Plat Book 4, Page 204, Watauga County Registry. NO EASEMENT LINES OR SETBACK SHOWN ON REFERENCED PLATS. PROPERTY LINES AS SHOWN FOR TRACT C REFERENCED FROM SAID PLATS. RIGHT OF WAY OF UNIVERSITY CIRCLE AS SCALED FROM SAID PLATS.
7. Covenants, conditions, restrictions and easements contained in instrument recorded in Book 110, Page 195, Watauga County Registry, and any amendments thereto, if any, but omitting any covenant or restriction based on race, color, religion, sex, sexual orientation, familial status, marital status, disability, handicap, national origin, ancestry, or source of income, as set forth in applicable state or federal laws, except to the extent that said covenant or restriction is permitted by applicable law. COVENANTS ONLY APPLY TO TRACT C. SETBACKS LISTED IN ITEM #5 OF REFERENCED DEEDS. ALL OTHER COVENANTS ARE NOT SURVEY MATTERS.
8. Any lien, or right to a lien, for services, labor or material heretofore or hereafter furnished, imposed by law and not shown by the public records. (Can Be Deleted Upon Satisfaction of Item 9 of Schedule B-Part I) NOT A SURVEY MATTER.
9. Rights or claims of parties in possession not shown by the public records. NONE KNOWN TO SURVEYOR.
10. Rights of tenants in possession and/or under unrecorded lease agreements. NOT A SURVEY MATTER.
11. Encroachments, overlaps, overhangs, unrecorded easements, violated restrictive covenants, deficiency in quantity of ground, lack of access, violated plat building lines, or any matters not of record which would be disclosed by an accurate survey and inspection of the Land. AS SHOWN ON PLAT.

TABLE "A" NOTES:
1: Monuments as shown.
2: Address: 115 Beverly Heights Avenue, Boone, NC, 28607
3: Said described property is located within an area having a Zone Designation "X" by the Secretary of Housing and Urban Development, on Flood Insurance Rate Map No. 3710291000J with a date of identification of 12/3/2009, in Watauga County, State of North Carolina, which is the current Flood Insurance Rate Map for the community in which said property is situated.
4: Gross Land Area: 1,006,815 Sq ft. or 23.113 Acres
5: Vertical relief as shown. See Surveyor Certifications for details.
6(a): No zoning report was provided to the surveyor. See plat notes in the bottom left side of the plat. All zoning notes and setbacks are per Watauga County GIS.
6(b): No zoning report was provided to the surveyor. See plat notes in the bottom left side of the plat for setback information. All setback information provided is based off Watauga County GIS and City of Boone Ordinances.
7(a): See Plat (Building Inset) for dimensions of existing structure.
7(b)(1): See Plat (Building Inset) for square footage of exterior footprint.
7(c): See Plat (Building Inset) for height of existing structures.
8: Features as shown.
9: Gravel parking lot is not delineated with parking stripes.
10: Existing structures do not utilize party walls.
11(a): No Under ground Utility plans were provided to the surveyor.
11(b): NC 811 was utilized under following ticket numbers 2606403182, 2606403182, 2606403159, 1606403109, 2606403093 and 2606403093.
13. Adjoiners as shown and based on Watauga County GIS Database information.
14. Property has direct vehicular and pedestrian access to Beverly Heights Avenue, a public right of way as shown.
16. There is no evidence of earthwork onsite.
17. The surveyor does not know of any proposed changes to any street right of way lines.
18. No plattable offsite easements given in commitment. It is assumed all utility access via Public R/Ws.
19. Three Notch Group, Inc has Professional Liability Insurance to the minimum of $1,000,000.
20. See above note 11(b) for specifics concerning private underground utility locations.
21. See aboe note 11(b) for specifics concerning private underground utility locations.

ALTA COMMITMENT - LEGAL DESCRIPTION

The following Legal Descriptions are set forth as Schedule "C" - Legal Description on Kensington Vanguard National Land Services, LLC File No. 5220526-F-NC-CP-CHR.

The Land is described as follows:

TRACT A

Being 14 acres more or less and being all of the property North and East of Highway 105 Extension; and being bounded by University Village, Quail Meadows, James Graham and Beverly Heights Drive, and being a portion of the property designated as Tract Eight in that certain deed recorded in Deed Book 255, Page 35.

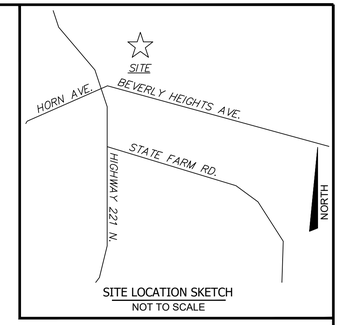
SAVE AND EXCEPT any portion thereof described in Deed Book 322, Page 236 Being a portion of that certain land conveyed to GH Winkler Family Limited Partnership, a North Carolina limited partnership, by virtue of General Warranty Deed from Iva Dean Winkler, sole Trustee, or her successors in trust, under the IVA Dean Winkler Living Trust, dated September 3, 1998, and any amendments thereto, dated January 25, 1999 and recorded in Book 502 Page 247, Watauga County Registry, North Carolina.

TRACT B

A 2.003 acre tract being located on the South side of University Circle (a 60' street) approximately 300 feet East of the Intersection of Appalachian Drive with said street being bounded by said street, a 0.485 acre tract, Lot 71 of University Village, Inc., and a 4.500 acre tract and being more particularly described as : Beginning on an iron set in the Southern margin of University Circle; said iron being the north west corner of the 0.485 acre tract and being located North 70° 03' West 129.54 feet from an iron set, said iron being the Northeast corner of said tract; thence from the beginning and with the lines of the 0.485 acre tract, South 19° 19' West 129.10 feet, South 64° 14' East 117.59 feet and South 64° 14' East 38.14 feet to a calculated point; thence with a new line through the University Village property South 21° 38' West 23.59 feet to a point, the Northwest corner of Lot 71; thence with the West line of Lot 71, South 20° 53' West 247.04 feet to an iron found in the Gordon Winkler line; thence with the Winkler line North 63° 24' West 270.00 feet to an iron set, the Southeast corner of the 9.500 acre tract; thence with the line of said tract, North 18° 45' East 345.63 feet to an iron set; thence North 18° 45' East 20.00 feet to a calculated point in the Southern margin on University Circle; thence with the Southern margin of said street South 81° 07' East 126.41 feet to the beginning, containing 2.003 acres and being Survey No. 73496, prepared July 29, 1973 under the supervision of David K. Stem; RLS No. L-1301.

TRACT C

Being all of Lots Nos. Sixty-Nine (69), Seventy (70) and Seventy-One (71) in Section Two (2) of University Village as shown on a plat recorded in Plat Book 5 at Page 41, Watauga County Registry, to which recorded map reference is hereby made for a more complete description of said lots.



SITE LOCATION SKETCH
NOT TO SCALE

GLOBAL POSITIONING SYSTEM CERTIFICATION (NC VRS-RTK)

I, Troy A. Shriver, certify that this map was drawn under my supervision from an actual GPS survey made under my supervision and the following information was used to perform the survey:

1. Class of Survey: Class A Survey
2. Positional Accuracy (95% Confidence): 0.03' Horizontal, 0.06' Vertical
3. Type of GPS Field Procedure: NC VRS-RTK Network Solutions Using Trimble R12I Systems
4. Date of Observations: 3/2/2026
5. Datum/Epoch: NAD83/Epoch 2011
6. Published/fixed control: None within 2000'
7. Geoid Model: Geoid18 (Conus)
8. Combined grid factor: 0.99953424
9. Units: US Surveyor Feet

I, Troy A. Shriver , Professional Land Surveyor certify to one or more of the following as indicated (G.S. 47-30(f)(11)):

C. Any one of the following:

1. That the survey is of an existing parcel or parcels of land or one or more existing easements and does not create a new street or change an existing street.

I, Troy A. Shriver, certify that this plat was drawn by me from an actual survey made under my supervision (deed description recorded in Deed Book 502, Page 247; Deed Book 502, Page 253; Deed Book 502, Page 258); that the boundaries not surveyed are clearly indicated as drawn from information found in Book N/A, Page N/A; that the ratio of precision as calculated is 1:10000; that this plat was prepared in accordance with G.S. 47-30 as amended.

Witness my hand and seal this date of _____.

Signature FOR REVIEW

Professional Land Surveyor
Certificate Number L-5063

THREE NOTCH GROUP INC. NORTH CAROLINA CERT # C-497 3

NORTH CAROLINA PROFESSIONAL NO L-5063 LAND SURVEYOR TROY A. SHRIVER

ALTA/NSPS Survey for:
LCD Acquisitions, LLC;
Lender; &
Kensington Vanguard National Land Services, LLC

GH Winkler Family LTD, PTNRP (Owner of Record)
Deed Book 502, Page 247; Deed Book 502, Page 253; Deed Book 502, Page 258; & Deed Book 2415, Page 637
Plat Book 5, Page 41
Tax PINs: 2910-36-7347, 2910-46-0833, 2910-46-1791, 2910-46-2684, 2910-46-3578, & 2910-36-8089
Boone Township, Watauga County, NC
March 20, 2026 Scale: 1" = 70'

Rev No.	Description	Date
1	Initial submittal for review	3-20-26

THREE NOTCH GROUP

THREE NOTCH GROUP, INC.
122 LYMAN STREET
ASHEVILLE, N.C. 28801
Phone: (828) 232-4700
Website: www.3notch.com

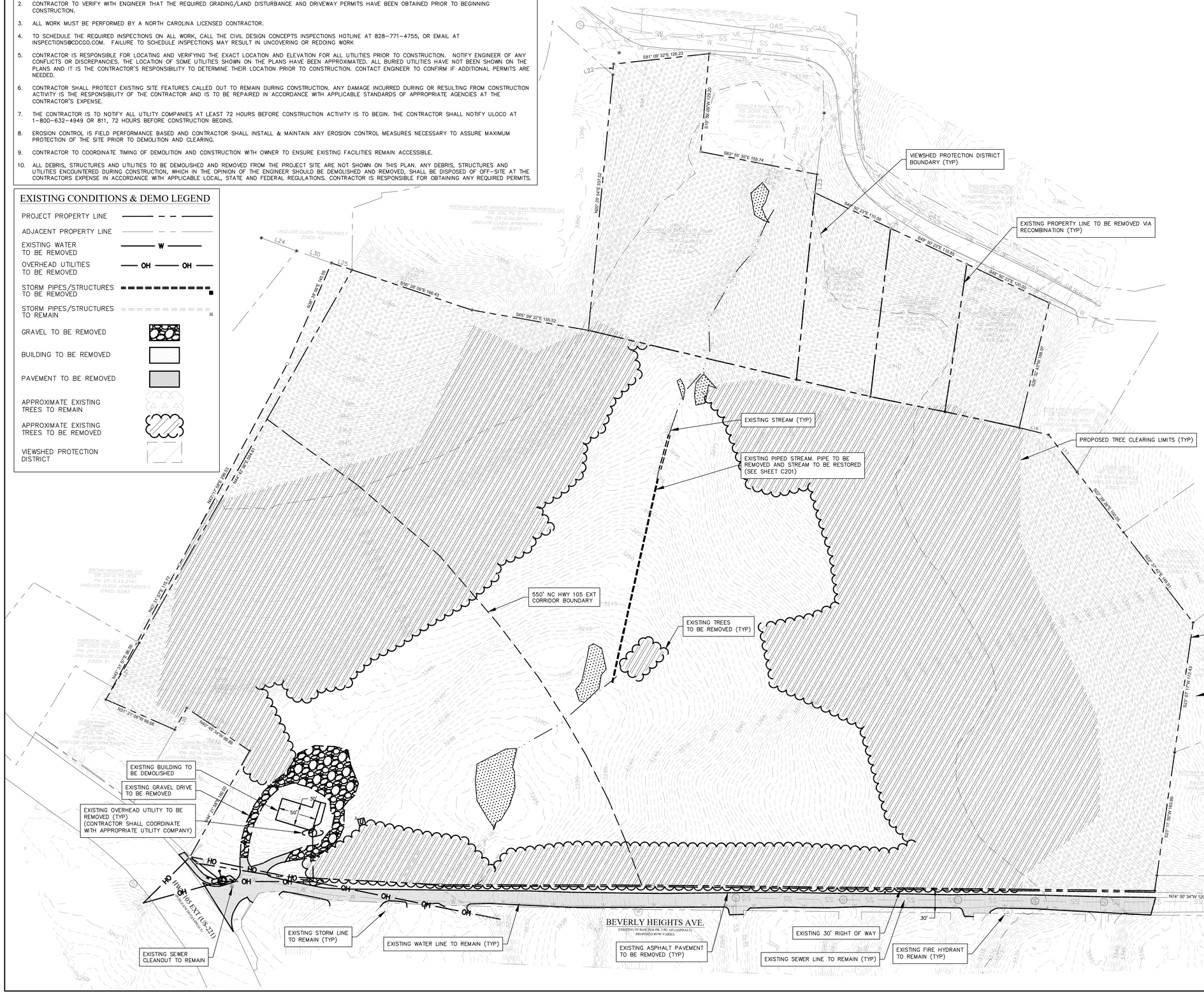
DRAWN BY: TAS CHECKED BY: BLG

DEMO NOTES

1. ALL SITEWORK SHALL BE IN ACCORDANCE WITH ALL LOCAL, STATE, AND NATIONAL REGULATORY STANDARDS AND ALL REQUIREMENTS IN THE PROJECT TECHNICAL SPECIFICATIONS.
2. CONTRACTOR TO VERIFY WITH ENGINEER THAT THE REQUIRED GRADING/LAND DISTURBANCE AND DRIVEWAY PERMITS HAVE BEEN OBTAINED PRIOR TO BEGINNING CONSTRUCTION.
3. ALL WORK MUST BE PERFORMED BY A NORTH CAROLINA LICENSED CONTRACTOR.
4. TO SCHEDULE THE REQUIRED INSPECTIONS ON ALL WORK, CALL THE CIVIL DESIGN CONCEPTS INSPECTIONS HOTLINE AT 828-771-4755, OR EMAIL AT INSPECTIONS@CDCGO.COM. FAILURE TO SCHEDULE INSPECTIONS MAY RESULT IN UNCOVERING OR REDOING WORK
5. CONTRACTOR IS RESPONSIBLE FOR LOCATING AND VERIFYING THE EXACT LOCATION AND ELEVATION FOR ALL UTILITIES PRIOR TO CONSTRUCTION. NOTIFY ENGINEER OF ANY CONFLICTS OR DISCREPANCIES. THE LOCATION OF SOME UTILITIES SHOWN ON THE PLANS HAVE BEEN APPROXIMATED. ALL BURIED UTILITIES HAVE NOT BEEN SHOWN ON THE PLANS AND IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THEIR LOCATION PRIOR TO CONSTRUCTION. CONTACT ENGINEER TO CONFIRM IF ADDITIONAL PERMITS ARE NEEDED.
6. CONTRACTOR SHALL PROTECT EXISTING SITE FEATURES CALLED OUT TO REMAIN DURING CONSTRUCTION. ANY DAMAGE INCURRED DURING OR RESULTING FROM CONSTRUCTION ACTIVITY IS THE RESPONSIBILITY OF THE CONTRACTOR AND IS TO BE REPAIRED IN ACCORDANCE WITH APPLICABLE STANDARDS OF APPROPRIATE AGENCIES AT THE CONTRACTOR'S EXPENSE.
7. THE CONTRACTOR IS TO NOTIFY ALL UTILITY COMPANIES AT LEAST 72 HOURS BEFORE CONSTRUCTION ACTIVITY IS TO BEGIN. THE CONTRACTOR SHALL NOTIFY ULOCO AT 1-800-632-4949 OR 811, 72 HOURS BEFORE CONSTRUCTION BEGINS.
8. EROSION CONTROL IS FIELD PERFORMANCE BASED AND CONTRACTOR SHALL INSTALL & MAINTAIN ANY EROSION CONTROL MEASURES NECESSARY TO ASSURE MAXIMUM PROTECTION OF THE SITE PRIOR TO DEMOLITION AND CLEARING.
9. CONTRACTOR TO COORDINATE TIMING OF DEMOLITION AND CONSTRUCTION WITH OWNER TO ENSURE EXISTING FACILITIES REMAIN ACCESSIBLE.
10. ALL DEBRIS, STRUCTURES AND UTILITIES TO BE DEMOLISHED AND REMOVED FROM THE PROJECT SITE ARE NOT SHOWN ON THIS PLAN. ANY DEBRIS, STRUCTURES AND UTILITIES ENCOUNTERED DURING CONSTRUCTION, WHICH IN THE OPINION OF THE ENGINEER SHOULD BE DEMOLISHED AND REMOVED, SHALL BE DISPOSED OF OFF-SITE AT THE CONTRACTORS EXPENSE IN ACCORDANCE WITH APPLICABLE LOCAL, STATE AND FEDERAL REGULATIONS. CONTRACTOR IS RESPONSIBLE FOR OBTAINING ANY REQUIRED PERMITS.

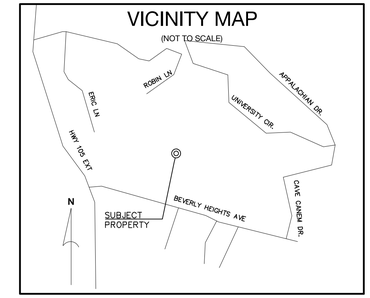
EXISTING CONDITIONS & DEMO LEGEND

- PROJECT PROPERTY LINE
- ADJACENT PROPERTY LINE
- EXISTING WATER TO BE REMOVED — W —
- OVERHEAD UTILITIES TO BE REMOVED — OH — OH —
- STORM PIPES/STRUCTURES TO BE REMOVED
- STORM PIPES/STRUCTURES TO REMAIN
- GRAVEL TO BE REMOVED
- BUILDING TO BE REMOVED
- PAVEMENT TO BE REMOVED
- APPROXIMATE EXISTING TREES TO REMAIN
- APPROXIMATE EXISTING TREES TO BE REMOVED
- VIEWSHED PROTECTION DISTRICT



VICINITY MAP

(NOT TO SCALE)



DEVELOPMENT DATA

OWNER/DEVELOPER:	LCD ACQUISITIONS, LLC 315 OCONEE STREET ATHENS, GA 30601
CONTACT:	CHASE POWELL (706) 543-1910
CIVIL ENGINEER:	CIVIL DESIGN CONCEPTS, P.A. 84 COXE AVENUE - SUITE 260 ASHEVILLE, NC 28801
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ARCHITECT:	NILES BOLTON ASSOCIATES 3060 PEACHTREE RD NW, SUITE 600 ATLANTA, GA 30305
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PROJECT DATA

PIN:	2910-36-7347; 2910-46-0833; 2910-46-1791; 2910-46-26; 2910-46-3578
ADDRESS:	115 BEVERLY HEIGHTS AVE
DEED BOOK/PAGE:	502/247; 502/253; 502/538
PROJECT ACREAGE:	23.11± ACRES
CURRENT ZONING:	R3/R3
PROPOSED ZONING:	B-3 CZD
SETBACKS:	
ROAD:	20'
INTERIOR:	17'
DISTURBED AREA:	15.95 AC
LIVABILITY AREA REQUIRED:	1.13 AC
LIVABILITY AREA PROVIDED:	1.18 AC
MAX BUILDING HEIGHT:	45'
PROPOSED UNIT COUNT:	179 UNITS
PROPOSED BEDROOMS:	618 BEDS
PARKING PROPOSED:	567 SPACES
RECREATION SPACE:	REQUIRED = 1.15 AC (5%) PROVIDED = 5% OF SITE MIN.

	PRE	POST
IMPERVIOUS AREA:	0.24 ACRES (1%)	6.81 ACRES (30%)
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SOLID WASTE:	DUMPSTER/COMPACTOR
PCCO:	PER ORDINANCE

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NORTH

EXISTING CONDITIONS MASTER PLAN

GRAPHIC SCALE

60 0 30 60 120 180

(IN FEET)
1 inch = 60 ft.

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CDC Civil Design Concepts, PA
www.cdcgo.com
NCBELS #: C-2194 SCLLR #: 4736

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NORTH CAROLINA REGISTERED LANDSCAPE ARCHITECT GREGORY R. HOFFMAN

PROGRESS DRAWING, DO NOT USE FOR CONSTRUCTION

EXISTING CONDITIONS MASTER PLAN FOR:

WALK AT BOONE

LCD ACQUISITIONS, LLC – TOWN OF BOONE, NORTH CAROLINA

DRAWN BY: MP
CDC PROJECT NO.: 26036
XXX PERMIT NO. XXXX

SHEET

C100

SITE NOTES

1. ALL SITEWORK SHALL BE IN ACCORDANCE WITH ALL LOCAL, STATE, AND NATIONAL REGULATORY STANDARDS AND ALL REQUIREMENTS IN THE PROJECT TECHNICAL SPECIFICATIONS.
2. SINGLE-PHASE CONSTRUCTION.
3. ALL WORK MUST BE PERFORMED BY A NORTH CAROLINA LICENSED CONTRACTOR.
4. TO SCHEDULE THE REQUIRED INSPECTIONS ON ALL WORK, CALL THE CIVIL DESIGN CONCEPTS INSPECTIONS HOTLINE AT 828-771-4755, OR EMAIL AT INSPECTIONS@CDCGO.COM. FAILURE TO SCHEDULE INSPECTIONS MAY RESULT IN UNCOVERING OR REDOING WORK
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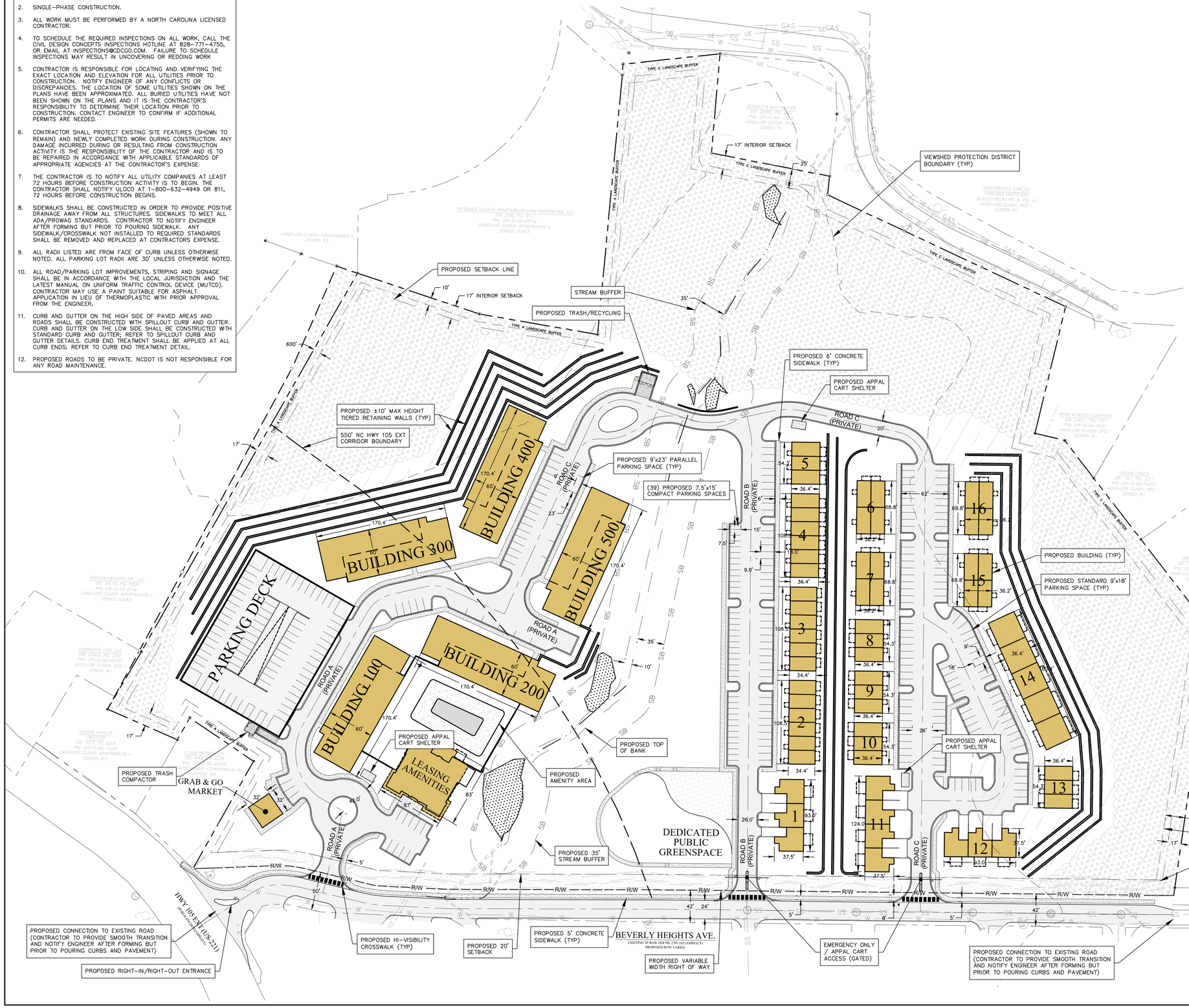
6. CONTRACTOR SHALL PROTECT EXISTING SITE FEATURES (SHOWN TO REMAIN) AND NEWLY COMPLETED WORK DURING CONSTRUCTION. ANY DAMAGE INCURRED DURING OR RESULTING FROM CONSTRUCTION ACTIVITY IS THE RESPONSIBILITY OF THE CONTRACTOR AND IS TO BE REPAIRED IN ACCORDANCE WITH APPLICABLE STANDARDS OF APPROPRIATE AGENCIES AT THE CONTRACTOR'S EXPENSE.
7. THE CONTRACTOR IS TO NOTIFY ALL UTILITY COMPANIES AT LEAST 72 HOURS BEFORE CONSTRUCTION ACTIVITY IS TO BEGIN. THE CONTRACTOR SHALL NOTIFY ULOCO AT 1-800-632-4949 OR 811, 72 HOURS BEFORE CONSTRUCTION BEGINS.
8. SIDEWALKS SHALL BE CONSTRUCTED IN ORDER TO PROVIDE POSITIVE DRAINAGE AWAY FROM ALL STRUCTURES. SIDEWALKS TO MEET ALL ADA/PROWAG STANDARDS. CONTRACTOR TO NOTIFY ENGINEER AFTER FORMING BUT PRIOR TO POURING SIDEWALK. ANY SIDEWALK/CROSSWALK NOT INSTALLED TO REQUIRED STANDARDS SHALL BE REMOVED AND REPLACED AT CONTRACTORS EXPENSE.
9. ALL RADII LISTED ARE FROM FACE OF CURB UNLESS OTHERWISE NOTED. ALL PARKING LOT RADII ARE 30' UNLESS OTHERWISE NOTED.
10. ALL ROAD/PARKING LOT IMPROVEMENTS, STRIPING AND SIGNAGE SHALL BE IN ACCORDANCE WITH THE LOCAL JURISDICTION AND THE LATEST MANUAL ON UNIFORM TRAFFIC CONTROL DEVICE (MUTCD). CONTRACTOR MAY USE A PAINT SUITABLE FOR ASPHALT APPLICATION IN LIEU OF THERMOPLASTIC WITH PRIOR APPROVAL FROM THE ENGINEER.
11. CURB AND GUTTER ON THE HIGH SIDE OF PAVED AREAS AND ROADS SHALL BE CONSTRUCTED WITH SPILLOUT CURB AND GUTTER. CURB AND GUTTER ON THE LOW SIDE SHALL BE CONSTRUCTED WITH STANDARD CURB AND GUTTER; REFER TO SPILLOUT CURB AND GUTTER DETAILS. CURB END TREATMENT SHALL BE APPLIED AT ALL CURB ENDS; REFER TO CURB END TREATMENT DETAIL.
12. PROPOSED ROADS TO BE PRIVATE. NCDOT IS NOT RESPONSIBLE FOR ANY ROAD MAINTENANCE.



VICINITY MAP

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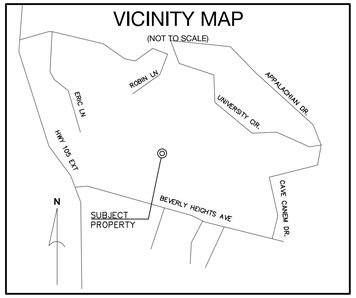

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SOLID WASTE:	DUMPSTER/COMPACTOR
PCCO:	PER ORDINANCE

SITE LEGEND

- SETBACK LINE
- ROAD CENTER LINE
- LANDSCAPE BUFFER
- PROPOSED LIGHT DUTY PAVEMENT
- PROPOSED CONCRETE PAVEMENT
- PROPOSED CONCRETE SIDEWALK
- PROPOSED EARTHEN BERM

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NORTH

MASTER SITE PLAN

GRAPHIC SCALE

60 0 30 60 120 180

(IN FEET)
1 inch = 60 ft.

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Civil Design Concepts, PA
www.cdcgo.com
NCBELS #: C-2184 SCLLR #: 4736

NO.	DESCRIPTION	BY	DATE
1	PLANNING COMMISSION REVISIONS	PMA	8/24/2026

NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 036181 GREGORY R. HOFFMAN

PROGRESS DRAWING, DO NOT USE FOR CONSTRUCTION

MASTER SITE PLAN FOR:

WALK AT BOONE

LCD ACQUISITIONS, LLC - TOWN OF BOONE, NORTH CAROLINA

DRAWN BY: MP
CDC PROJECT NO.: 26036
XXX PERMIT NO. XXXX

SHEET

C200

GR-EC-SW NOTES

1. SEE GRADING, EROSION CONTROL, AND STORM DRAINAGE DETAIL SHEETS FOR ALL GENERAL NOTES. CONTRACTOR RESPONSIBLE FOR INCLUSION OF DETAILS SHEETS WITH ALL PLANS.
2. NO PORTION OF THIS PROJECT LIES WITHIN THE 100-YR FEMA FLOODPLAIN.
3. SOIL TYPE: SnC, CkE, EdD
   SOIL GROUP: B
4. STREAM INFORMATION:

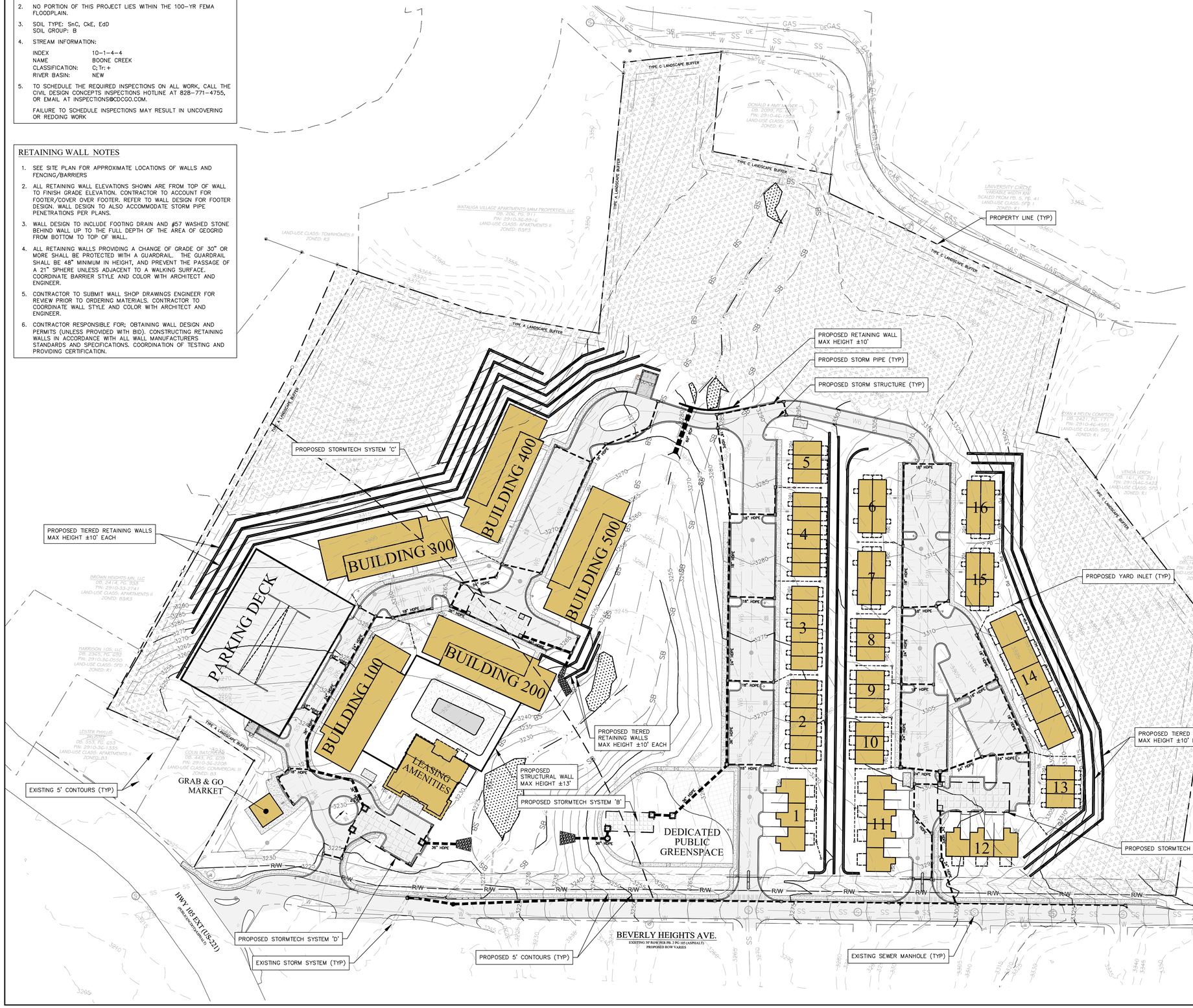
INDEX	10-1-4-4
NAME	BOONE CREEK
CLASSIFICATION:	C; Tr; +
RIVER BASIN:	NEW

5. TO SCHEDULE THE REQUIRED INSPECTIONS ON ALL WORK, CALL THE CIVIL DESIGN CONCEPTS INSPECTIONS HOTLINE AT 828-771-4755, OR EMAIL AT INSPECTIONS@CDCGO.COM.

   FAILURE TO SCHEDULE INSPECTIONS MAY RESULT IN UNCOVERING OR REDOING WORK

RETAINING WALL NOTES

1. SEE SITE PLAN FOR APPROXIMATE LOCATIONS OF WALLS AND FENCING/BARRIERS
2. ALL RETAINING WALL ELEVATIONS SHOWN ARE FROM TOP OF WALL TO FINISH GRADE ELEVATION. CONTRACTOR TO ACCOUNT FOR FOOTER/COVER OVER FOOTER. REFER TO WALL DESIGN FOR FOOTER DESIGN. WALL DESIGN TO ALSO ACCOMMODATE STORM PIPE PENETRATIONS PER PLANS.
3. WALL DESIGN TO INCLUDE FOOTING DRAIN AND #57 WASHED STONE BEHIND WALL UP TO THE FULL DEPTH OF THE AREA OF GEOGRID FROM BOTTOM TO TOP OF WALL.
4. ALL RETAINING WALLS PROVIDING A CHANGE OF GRADE OF 30" OR MORE SHALL BE PROTECTED WITH A GUARDRAIL. THE GUARDRAIL SHALL BE 48" MINIMUM IN HEIGHT, AND PREVENT THE PASSAGE OF A 21" SPHERE UNLESS ADJACENT TO A WALKING SURFACE. COORDINATE BARRIER STYLE AND COLOR WITH ARCHITECT AND ENGINEER.
5. CONTRACTOR TO SUBMIT WALL SHOP DRAWINGS ENGINEER FOR REVIEW PRIOR TO ORDERING MATERIALS. CONTRACTOR TO COORDINATE WALL STYLE AND COLOR WITH ARCHITECT AND ENGINEER.
6. CONTRACTOR RESPONSIBLE FOR; OBTAINING WALL DESIGN AND PERMITS (UNLESS PROVIDED WITH BID). CONSTRUCTING RETAINING WALLS IN ACCORDANCE WITH ALL WALL MANUFACTURERS STANDARDS AND SPECIFICATIONS. COORDINATION OF TESTING AND PROVIDING CERTIFICATION.



VICINITY MAP

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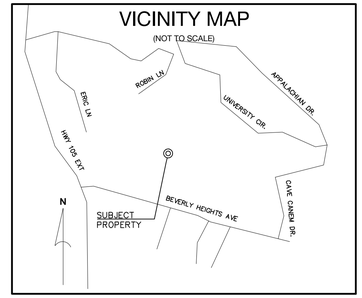

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LIVABILITY AREA REQUIRED:	1.13 AC
LIVABILITY AREA PROVIDED:	1.18 AC
MAX BUILDING HEIGHT:	45'
PROPOSED UNIT COUNT:	179 UNITS
PROPOSED BEDROOMS:	618 BEDS
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SOLID WASTE:	DUMPSTER/COMPACTOR
PCCO:	PER ORDINANCE

STORM LEGEND

- PROPOSED STORM PIPE
- PROPOSED ROOF LEADER COLLECTOR
- PROPOSED HEADWALL
- PROPOSED GRATE INLET STRUCTURE
- PROPOSED CURB INLET STRUCTURE
- PROPOSED JUNCTION BOX/ OPEN THROAT STRUCTURE
- PROPOSED FLARED END SECTION
- PROPOSED RIP-RAP APRON

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NORTH

MASTER STORM DRAINAGE PLAN

GRAPHIC SCALE

60 0 30 60 120 180

(IN FEET)
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ASHEVILLE, NC 28801
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NCBELS #: C-2184 SCLLR #: 4736

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PROGRESS DRAWING, DO NOT USE FOR CONSTRUCTION

MASTER STORM DRAINAGE PLAN FOR:

WALK AT BOONE

LCD ACQUISITIONS, LLC - TOWN OF BOONE, NORTH CAROLINA

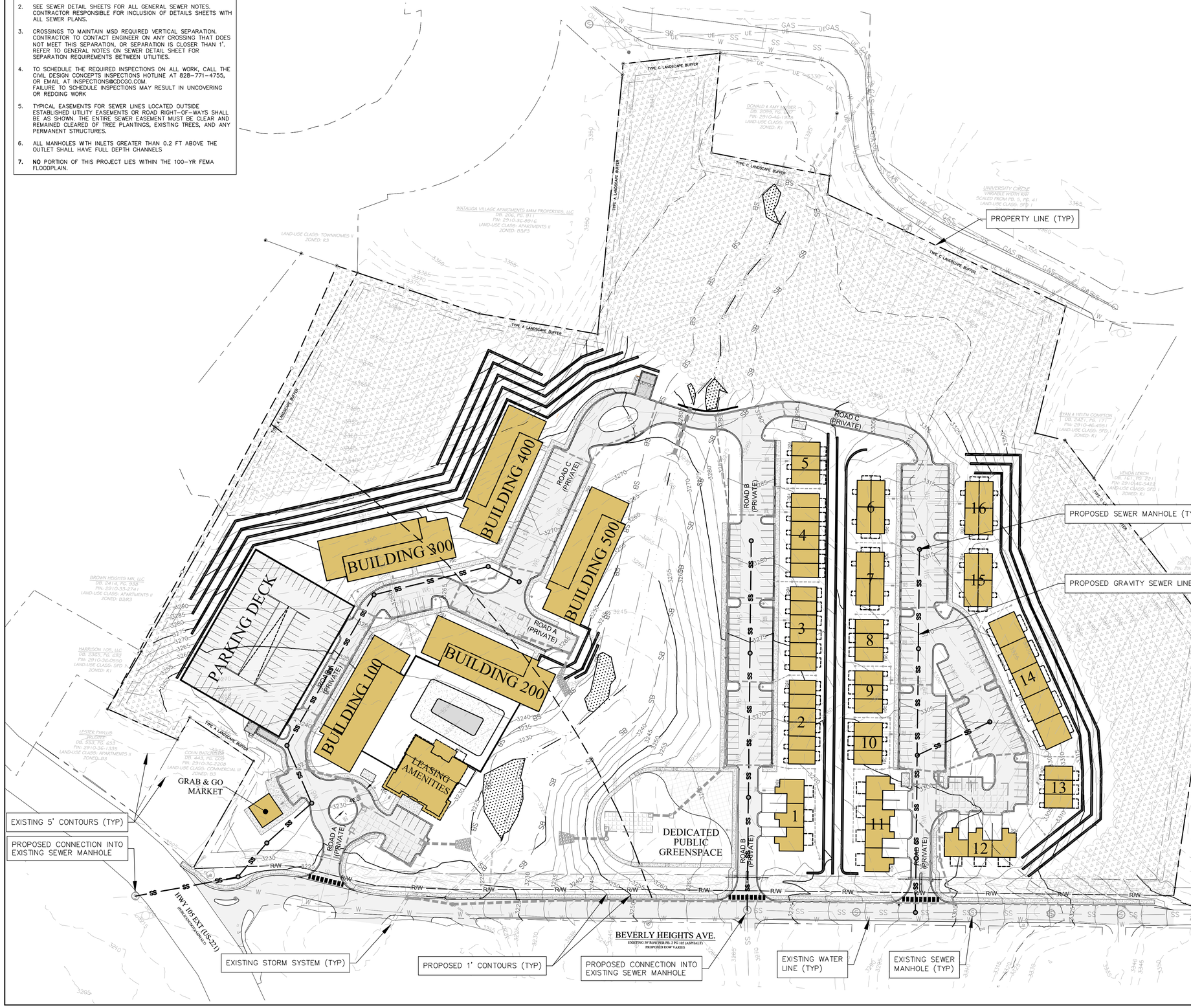
DRAWN BY: MP
CDC PROJECT NO.: 26036
XXX PERMIT NO. XXXX

SHEET

C400

SEWER NOTES

1. ALL PUBLIC SANITARY SEWER WORK ASSOCIATED WITH THIS PROJECT TO BE PERFORMED BY A NC LICENSED UTILITY CONTRACTOR.
2. SEE SEWER DETAIL SHEETS FOR ALL GENERAL SEWER NOTES. CONTRACTOR RESPONSIBLE FOR INCLUSION OF DETAILS SHEETS WITH ALL SEWER PLANS.
3. CROSSINGS TO MAINTAIN MSD REQUIRED VERTICAL SEPARATION. CONTRACTOR TO CONTACT ENGINEER ON ANY CROSSING THAT DOES NOT MEET THIS SEPARATION, OR SEPARATION IS CLOSER THAN 1'. REFER TO GENERAL NOTES ON SEWER DETAIL SHEET FOR SEPARATION REQUIREMENTS BETWEEN UTILITIES.
4. TO SCHEDULE THE REQUIRED INSPECTIONS ON ALL WORK, CALL THE CIVIL DESIGN CONCEPTS INSPECTIONS HOTLINE AT 828-771-4755, OR EMAIL AT INSPECTIONS@CDCGO.COM. FAILURE TO SCHEDULE INSPECTIONS MAY RESULT IN UNCOVERING OR REDOING WORK
5. TYPICAL EASEMENTS FOR SEWER LINES LOCATED OUTSIDE ESTABLISHED UTILITY EASEMENTS OR ROAD RIGHT-OF-WAYS SHALL BE AS SHOWN. THE ENTIRE SEWER EASEMENT MUST BE CLEAR AND REMAINED CLEARED OF TREE PLANTINGS, EXISTING TREES, AND ANY PERMANENT STRUCTURES.
6. ALL MANHOLES WITH INLETS GREATER THAN 0.2 FT ABOVE THE OUTLET SHALL HAVE FULL DEPTH CHANNELS
7. **NO** PORTION OF THIS PROJECT LIES WITHIN THE 100-YR FEMA FLOODPLAIN.



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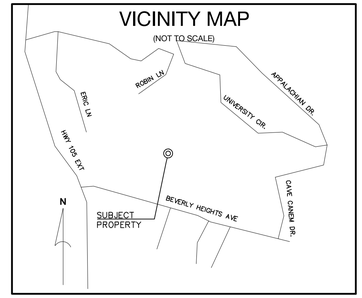

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SEWER LEGEND

PROPOSED SEWER LINE	SS
PROPOSED SEWER SERVICE	SS
PROPOSED FLOW ARROW	
PROPOSED SEWER MANHOLE	

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NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 049181 GREGORY R. HOFFMAN

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DRAWN BY: MP
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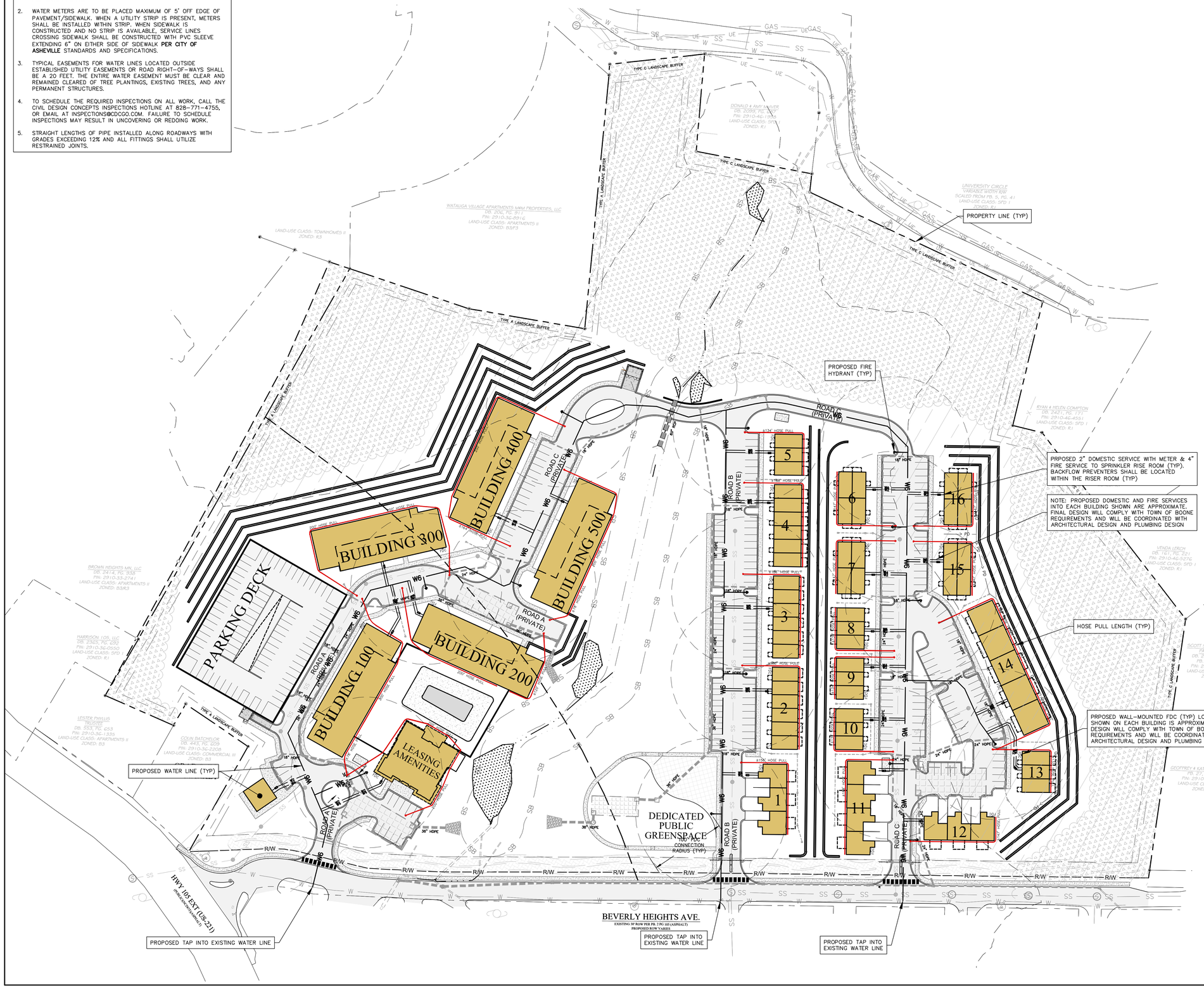
SHEET

C600

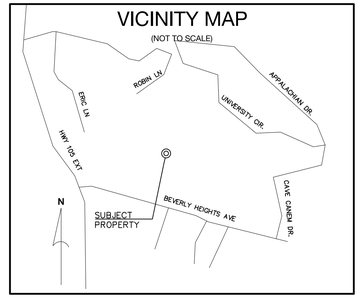
WATER NOTES

1. SEE WATER DETAIL SHEETS FOR ALL GENERAL WATER NOTES. CONTRACTOR RESPONSIBLE FOR INCLUSION OF DETAILS SHEETS WITH ALL WATER PLANS.
2. WATER METERS ARE TO BE PLACED MAXIMUM OF 5' OFF EDGE OF PAVEMENT/SIDEWALK. WHEN A UTILITY STRIP IS PRESENT, METERS SHALL BE INSTALLED WITHIN STRIP. WHEN SIDEWALK IS CONSTRUCTED AND NO STRIP IS AVAILABLE, SERVICE LINES CROSSING SIDEWALK SHALL BE CONSTRUCTED WITH PVC SLEEVE EXTENDING 6" ON EITHER SIDE OF SIDEWALK **PER CITY OF ASHEVILLE** STANDARDS AND SPECIFICATIONS.
3. TYPICAL EASEMENTS FOR WATER LINES LOCATED OUTSIDE ESTABLISHED UTILITY EASEMENTS OR ROAD RIGHT-OF-WAYS SHALL BE A 20 FEET. THE ENTIRE WATER EASEMENT MUST BE CLEAR AND REMAINED CLEARED OF TREE PLANTINGS, EXISTING TREES, AND ANY PERMANENT STRUCTURES.
4. TO SCHEDULE THE REQUIRED INSPECTIONS ON ALL WORK, CALL THE CIVIL DESIGN CONCEPTS INSPECTIONS HOTLINE AT 828-771-4755, OR EMAIL AT INSPECTIONS@CDCGO.COM. FAILURE TO SCHEDULE INSPECTIONS MAY RESULT IN UNCOVERING OR REDOING WORK.
5. STRAIGHT LENGTHS OF PIPE INSTALLED ALONG ROADWAYS WITH GRADES EXCEEDING 12% AND ALL FITTINGS SHALL UTILIZE RESTRAINED JOINTS.



VICINITY MAP

(NOT TO SCALE)



DEVELOPMENT DATA

OWNER/DEVELOPER:	LCD ACQUISITIONS, LLC 315 OCONEE STREET ATHENS, GA 30601
CONTACT:	CHASE POWELL (706) 543-1910
CIVIL ENGINEER:	CIVIL DESIGN CONCEPTS, P.A. 84 COXE AVENUE – SUITE 260 ASHEVILLE, NC 28801
CONTACT:	GREGORY R. HOFFMAN, P.E. (828) 252-5388
SURVEYOR:	THREE NOTCH GROUP 122 LYMAN STREET ASHEVILLE, NC 28801
CONTACT:	TREY A. SHRIVER (828) 232-4700
ARCHITECT:	NILES BOLTON ASSOCIATES 3060 PEACHTREE RD NW, SUITE 600 ATLANTA, GA 30305
CONTACT:	CHRISTOPHER R. FORTNER (404) 365-7600

PROJECT DATA

PIN:	2910-36-7347; 2910-46-0833; 2910-46-1791; 2910-46-26; 2910-46-3578
ADDRESS:	115 BEVERLY HEIGHTS AVE
DEED BOOK/PAGE:	502/247; 502/253; 502/538
PROJECT ACREAGE:	23.11± ACRES
CURRENT ZONING:	B3/R3
PROPOSED ZONING:	B-3 CZD
SETBACKS:	
ROAD:	20'
INTERIOR:	17'
DISTURBED AREA:	15.95 AC
LIVABILITY AREA REQUIRED:	1.13 AC
LIVABILITY AREA PROVIDED:	1.18 AC
MAX BUILDING HEIGHT:	45'
PROPOSED UNIT COUNT:	179 UNITS
PROPOSED BEDROOMS:	618 BEDS
PARKING PROPOSED:	567 SPACES
RECREATION SPACE:	REQUIRED = 1.15 AC (5%) PROVIDED = 5% OF SITE MIN.

	PRE	POST
IMPERVIOUS AREA:	0.24 ACRES (1%)	6.81 ACRES (30%)
PERVIOUS AREA:	22.87 ACRES (99%)	16.30 ACRES (70%)

SOLID WASTE:	DUMPSTER/COMPACTOR
PCCO:	PER ORDINANCE

WATER LEGEND

PROPOSED WATER LINE	W
PROPOSED WATER SERVICE	W2 W4 W6
PROPOSED FIRE HYDRANT	
PROPOSED GATE VALVE	
PROPOSED AIR RELEASE VALVE	
PROPOSED WATER METER	

CDC INSPECTIONS HOTLINE:
828-771-4755 OR INSPECTIONS@CDCGO.COM

811 Know what's below. Call before you dig.

NORTH

MASTER WATER PLAN

GRAPHIC SCALE

60 0 30 60 120 180

(IN FEET)
1 inch = 60 ft.

84 COXE AVENUE - SUITE 260
ASHEVILLE, NC 28801
PHONE (828) 252-5388

110 WEST 1ST AVENUE - SUITE A
EASLEY, SC 29640
PHONE (864) 292-0072

52 WALNUT STREET - SUITE 9
WAYNESVILLE, NC 28786
PHONE (828) 452-4410

Civil Design Concepts, PA
www.cdcgo.com
NCBELS #: C-2194 SCLLR #: 4736

NO.	DATE	DESCRIPTION	BY
1	8/24/2026	PLANNING COMMISSION REVISIONS	PMA

PROGRESS DRAWING, DO NOT USE FOR CONSTRUCTION

MASTER WATER PLAN FOR:
LCD ACQUISITIONS, LLC – TOWN OF BOONE, NORTH CAROLINA

WALK AT BOONE

DRAWN BY: MP
CDC PROJECT NO.: 26036
XXX PERMIT NO. XXXX

SHEET
C700

THE WALK AT BOONE

CONCEPTUAL PLAN

JUNE 10, 2026 | REVISED: AUGUST 24, 2026

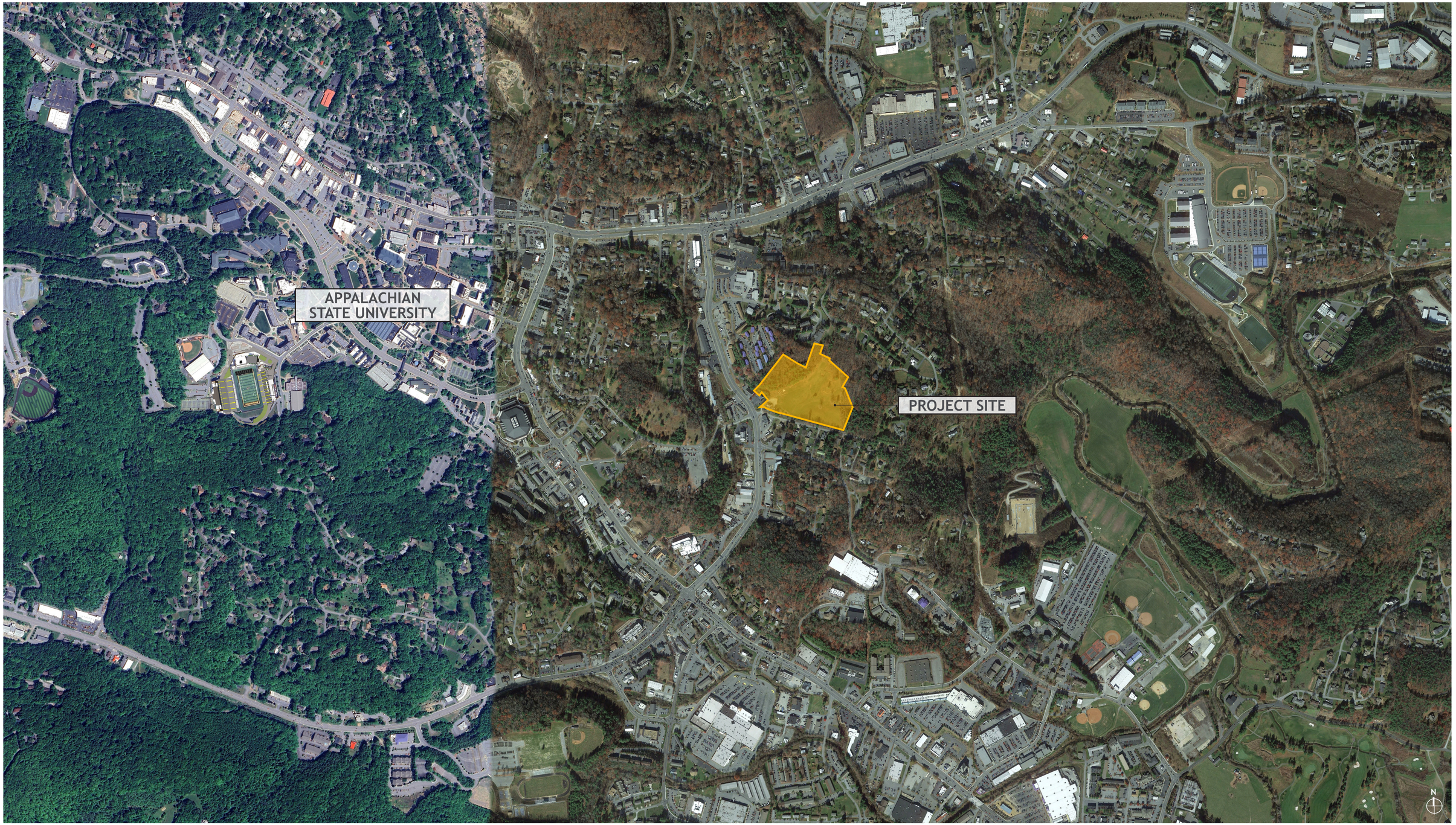
A RESIDENTIAL COMMUNITY DEVELOPED BY

LANDMARK PROPERTIES

NILES BOLTON ASSOCIATES

The Walk at Boone - Conceptual Site Plan

Beverly Heights - Boone, NC



Existing Site Conditions

Beverly Heights - Boone, NC

SITE DATA:

SITE AREA: +/- 23.11 ACRES

POTENTIAL JURISDICTIONAL WETLAND

550' NC HWY 105 EXTENSION CORRIDOR OVERLAY

VIEWSHED PROTECTION DISTRICT

POTENTIAL JURISDICTIONAL WETLAND

POTENTIAL JURISDICTIONAL WETLAND

HWY 105 EXT (US 321)

BEVERLY HEIGHTS AVE.

0' 30' 60' 120'

The Walk at Boone - Conservation Easement Overlay

Beverly Heights - Boone, NC



The Walk at Boone - Conceptual Site Plan

Beverly Heights - Boone, NC

SITE DATA:

SITE AREA: +/- 23.11 ACRES

PROPOSED DEVELOPMENT SUMMARY:

FLATS: 105 UNITS | 420 BEDS
331 NSF/BED AVG | 139,020 NRSF TOTAL
(5) 3 ST W/ BSMT BLDGS (84 BEDS EACH)

LEASING & AMENITY: 12,000 SF (11 PARKING SPACES)
GRAB & GO MARKET: 1,000 SF (4 PARKING SPACES)

RESIDENTIAL PARKING: 342 TOTAL SPACES
(304 DECK SPACES + 38 SURFACE SPACES)
RESIDENTIAL PARKING RATIO: 0.81 SPACES/BED

COTTAGES & ROW APARTMENTS: 74 UNITS | 198 BEDS

COTTAGES & ROW APARTMENT PARKING: 210 SPACES
(200 SURFACE SPACES + 10 COTTAGE GARAGE SPACES)
COTTAGES & ROW APARTMENT PARKING RATIO: 1.06 SPACES/BED

OVERALL TOTALS:

TOTAL UNIT MIX:

UNIT TYPE	UNITS	BEDS	UNIT MIX
1 BR	10	10	5.59%
2 BR	16	32	8.94%
3 BR	36	108	20.11%
4 BR	117	468	65.36%
TOTALS	179	618	100%

TOTAL RESIDENTIAL COUNT: 179 UNITS | 618 BEDS

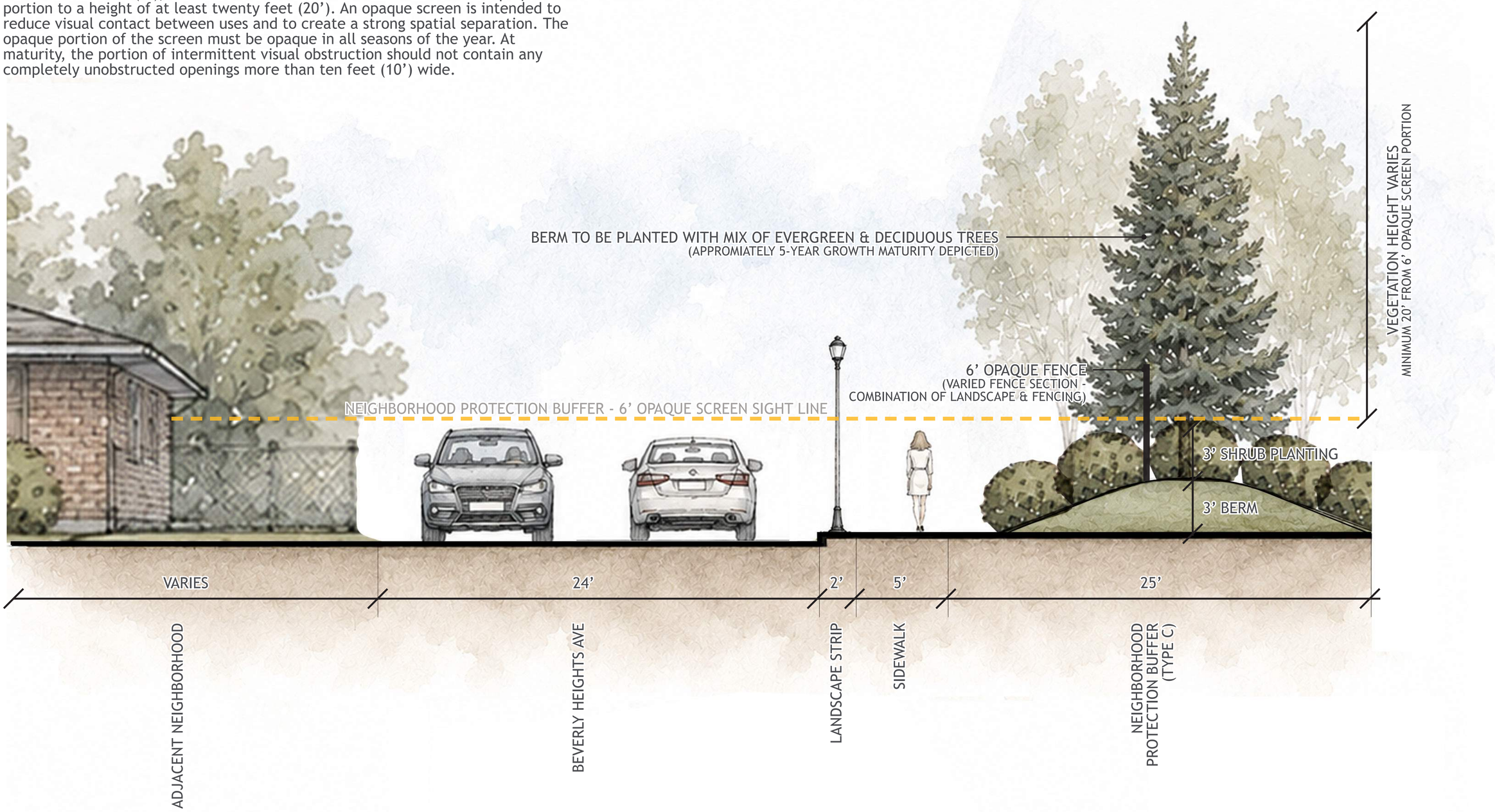


The Walk at Boone - Typical Neighborhood Protection Buffer Section

Beverly Heights - Boone, NC

Sec. 31.05.01 - Buffer Compliance

Type “C” is a twenty-five-foot (25’) buffer that is opaque from the ground to a height of at least six feet (6’), with intermittent visual obstructions from the opaque portion to a height of at least twenty feet (20’). An opaque screen is intended to reduce visual contact between uses and to create a strong spatial separation. The opaque portion of the screen must be opaque in all seasons of the year. At maturity, the portion of intermittent visual obstruction should not contain any completely unobstructed openings more than ten feet (10’) wide.



NTS

The Walk at Boone

Conceptual Rendering View Looking East

BEVERLY HEIGHTS AVE

NILES BOLTON ASSOCIATES

The Walk at Boone

Conceptual Rendering View Looking North

BEVERLY HEIGHTS AVE

NILES BOLTON ASSOCIATES

The Walk at Boone

Conceptual Rendering View Clubhouse & Appal Cart Stop

The Walk at Boone

Conceptual Rendering View Looking West

BEVERLY HEIGHTS AVE

NILES BOLTON ASSOCIATES

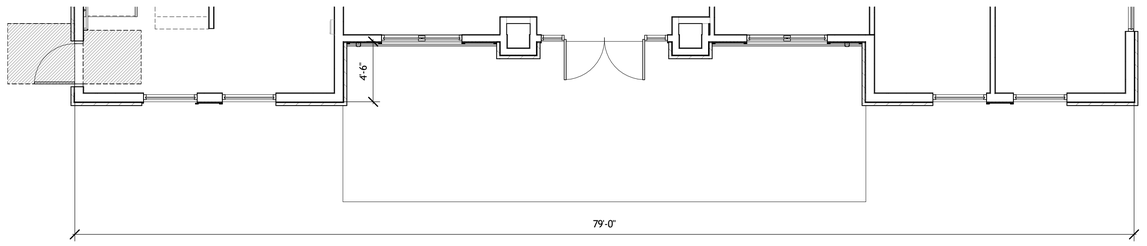
Clubhouse

Beverly Heights - Boone, NC

FEATURE TYPE	NO. PER
4'-0" OFFSET WALL	2
WINDOWS	18
CHANGE OF MATERIALS	2
COVERED ENTRY	1
WOODEN BRACKETS	1
TOTAL FEATURES	24

MASONRY CALCULATIONS	
WALL AREA:	2,384 SF
MASONRY AREA:	716 SF
PERCENTAGE:	30%
WINDOW AREA:	796 SF



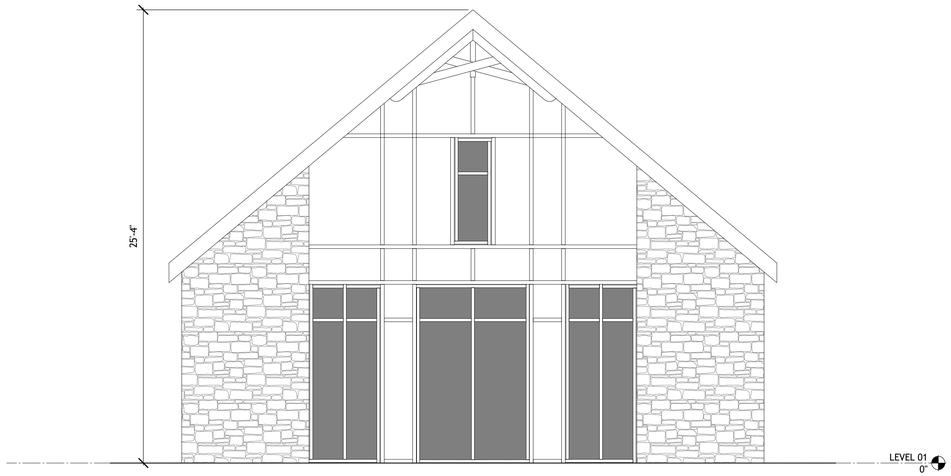


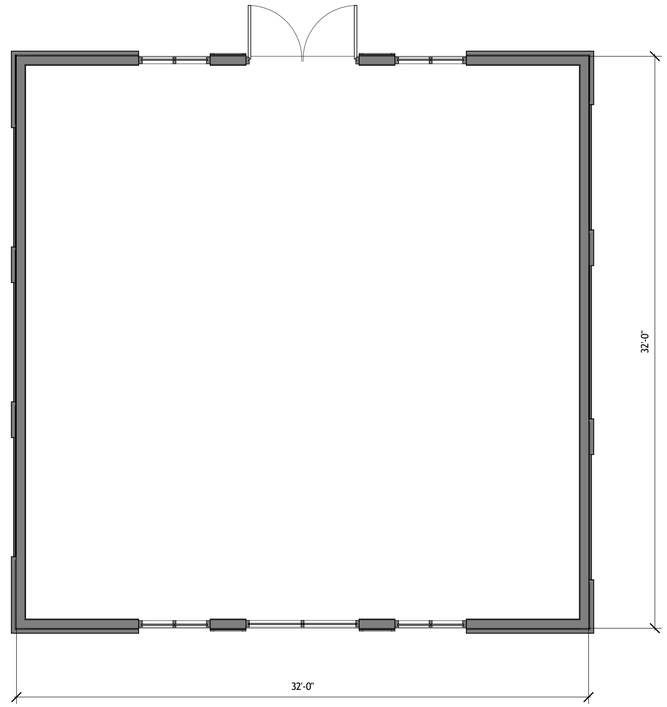
Grab & Go Market

Beverly Heights - Boone, NC

FEATURE TYPE	NO. PER
WINDOWS	4
CHANGE OF MATERIALS	2
WOODEN GABLE TRUSS	1
TOTAL FEATURES	7

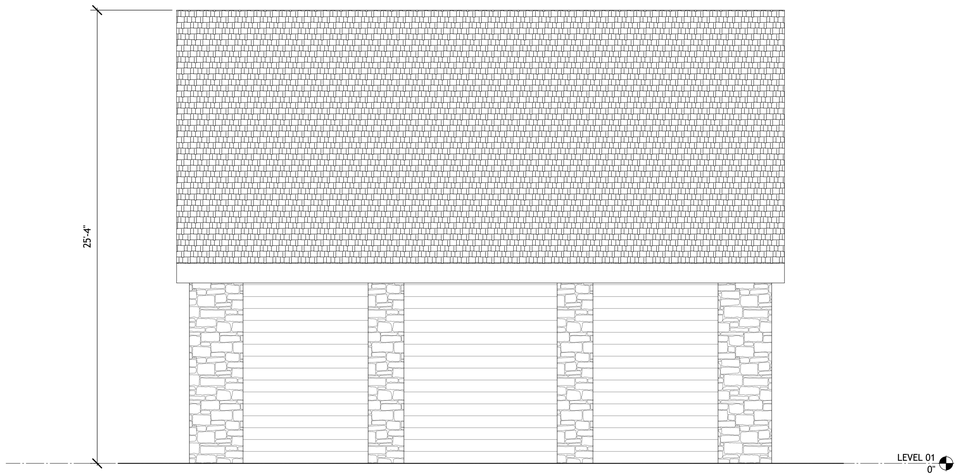
MASONRY CALCULATIONS	
WALL AREA:	570 SF
MASONRY AREA:	195 SF
PERCENTAGE:	34%
WINDOW AREA:	155 SF





FEATURE TYPE	NO. PER
CHANGE OF MATERIALS	2
PILASTERS	4
TOTAL FEATURES	6

MASONRY CALCULATIONS	
WALL AREA:	328 SF
MASONRY AREA:	100 SF
PERCENTAGE:	30%
WINDOW AREA:	N/A



21BA-14

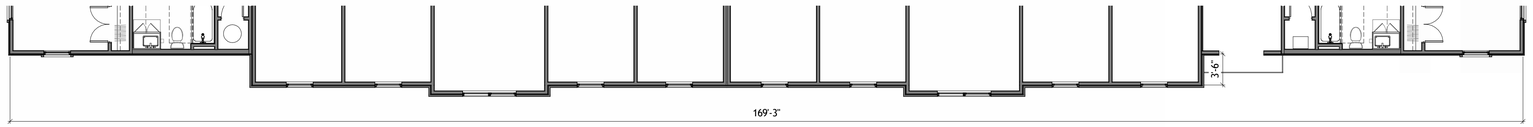
Beverly Heights - Boone, NC

BUILDING NUMBERS: 100, 200, 300, 400, 500

FEATURE TYPE	NO. PER
3'-6" OFFSET WALL	2
WINDOWS	42
CHANGE OF MATERIALS	2
COVERED ENTRY	1
AWNING	6
WOODEN BRACKETS	3
CORNICE BEAMS	2
WOODEN GABLE TRUSS	2
TOTAL FEATURES	60

MASONRY CALCULATIONS	
WALL AREA:	5,595 SF
MASONRY AREA:	2,141 SF
PERCENTAGE:	38%
WINDOW AREA:	645 SF

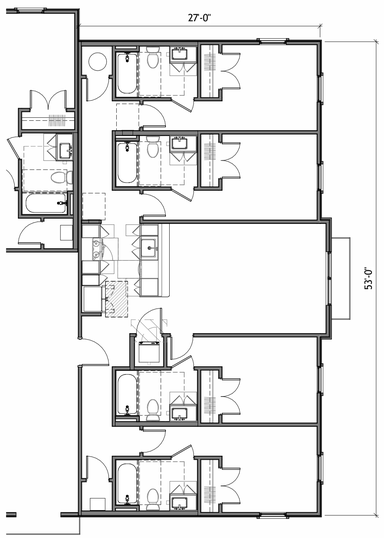




FEATURE TYPE	NO. PER
4'-0" OFFSET WALL	2
WINDOWS	24
CHANGE OF MATERIALS	2
AWNING	2
WOODEN BRACKETS	1
WOODEN GABLE TRUSS	1
TOTAL FEATURES	32

MASONRY CALCULATIONS	
WALL AREA:	2,225 SF
MASONRY AREA:	716 SF
PERCENTAGE:	32%
WINDOW AREA:	360 SF





3R-23

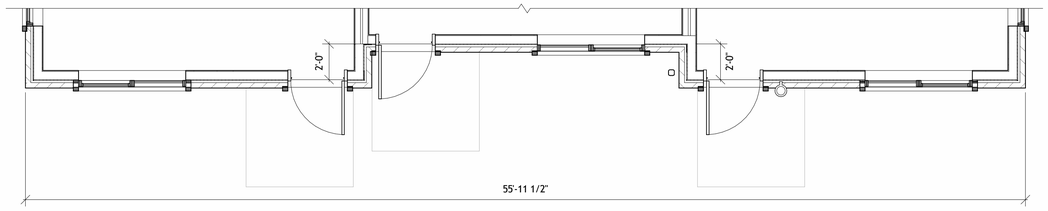
Beverly Heights - Boone, NC

BUILDING NUMBERS: 5, 8, 9, 10, 13

FEATURE TYPE	# PER
2'-0" OFFSET WALL	2
WINDOWS	12
AWNING	3
CHANGE OF MATERIALS	3
WOODEN GABLE TRUSS	2
TOTAL FEATURES	22

MASONRY CALCULATIONS	
WALL AREA:	1140 SF
MASONRY AREA:	344 SF
PERCENTAGE:	30%
WINDOW AREA:	180 SF





153_MISSOURI_ROW APARTMENTS_central_LoranKVJZV.rvt
16:25 AM

6R-34

Beverly Heights - Boone, NC

BUILDING NUMBERS: 3, 4

FEATURE TYPE	# PER
2'-0" OFFSET WALL	4
WINDOWS	36
AWNING	6
CHANGE OF MATERIALS	3
WOODEN GABLE TRUSS	3
ROOF LINE WOOD BLOCKS	3
WOOD BRACKETS	6
TOTAL FEATURES	61

MASONRY CALCULATIONS	
WALL AREA:	3174 SF
MASONRY AREA:	1078 SF
PERCENTAGE:	34%
WINDOW AREA:	540 SF



153_MISSOURI_ROW APARTMENTS_central_JoramKV.ZIV.rvt
26:36 AM

6R-23

Beverly Heights - Boone, NC

BUILDING NUMBERS: 2

FEATURE TYPE	# PER
2'-0" OFFSET WALL	4
WINDOWS	24
AWNING	6
CHANGE OF MATERIALS	3
WOODEN GABLE TRUSS	3
TOTAL FEATURES	40

MASONRY CALCULATIONS	
WALL AREA:	2223 SF
MASONRY AREA:	710 SF
PERCENTAGE:	32%
WINDOW AREA:	360 SF



153_MISSOURI_ROW APARTMENTS_central_JoramKV.ZEV.rvt
26:28 AM

Q-22

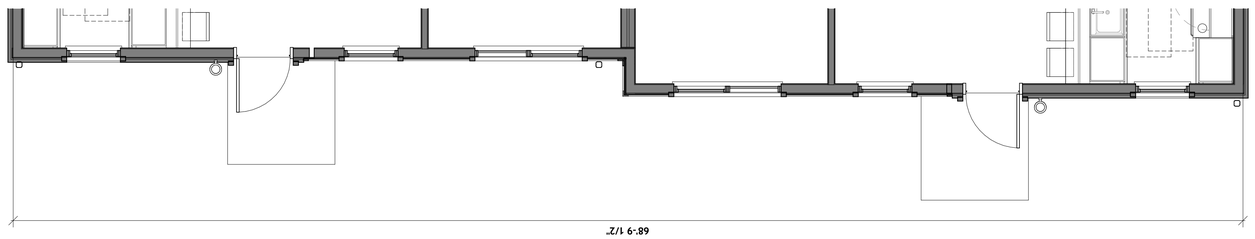
Beverly Heights - Boone, NC

BUILDING NUMBERS: 6, 7, 15, 16

FEATURE TYPE	NO. PER
2'-0" OFFSET WALL	1
WINDOWS	12
CHANGE OF MATERIALS	2
COVERED ENTRY	2
WOODEN GABLE TRUSS	1
TOTAL FEATURES	18

MASONRY CALCULATIONS	
WALL AREA:	1,107 SF
MASONRY AREA:	348 SF
PERCENTAGE:	31%
WINDOW AREA:	180 SF





5P-1323

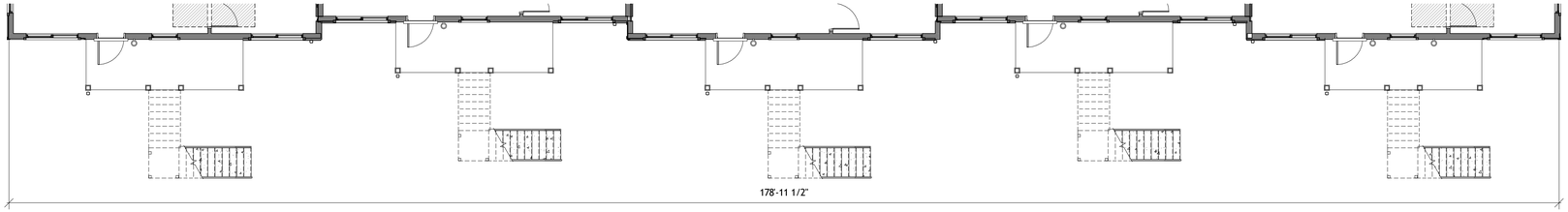
Beverly Heights - Boone, NC

BUILDING NUMBERS: 14

FEATURE TYPE	NO. PER
2'-0" OFFSET WALL	4
WINDOWS	60
CHANGE OF MATERIALS	2
COVERED ENTRY	5
WOODEN GABLE TRUSS	5
TOTAL FEATURES	76

MASONRY CALCULATIONS	
WALL AREA:	5,680 SF
MASONRY AREA:	1,568 SF
PERCENTAGE:	28%
WINDOW AREA:	900 SF





1155 North Main Street
Waynesville, NC 28786
(P) 828.456.8383
(F) 828.456.8797
www.jmteagueengineering.com

JMTE WAYN 1582
TECHNICAL MEMORANDUM
August 24, 2026

To: Landmark Properties
315 Oconee Street,
Athens, GA 30601
Bridgette Ganter, Senior Civil Manager
Bridgette.ganter@landmarkproperties.com

From: David W. Hyder, P.E., Engineering Director
J.M. Teague Engineering & Planning

SUBJECT: WAYN 1582 THE WALK AT BOONE (DRIVING RANGE APARTMENTS) - REVISED SITE PLAN EVALUATION

Landmark Properties proposes to construct 179 apartments at 115 Beverly Heights Avenue in Boone, North Carolina, in response to the perceived local need for additional housing. In response to concerns expressed by Town Council and neighboring residents, Landmark Properties has voluntarily modified the proposal in several significant ways, including:

1. Reducing the number of proposed units from 185 to 179 and the number of beds from 642 to 618,
2. Restricting two of the three proposed driveways to emergency and bus access only, and
3. Adding three transit stops on the property.

Landmark Properties has entered discussions with AppalCART Transit to provide transit service to the apartment development. These three stops are in addition to the existing Red Route Stop at NC 105 Extension and Beverly Heights Avenue. However, there may be a separate and/or dedicated transit route once negotiations are completed. Figure 2 shows the AppalCART Red Route.

There are three (3) access points on the revised conceptual site rendering; only the access closest to NC 105 Extension is public access. The remaining two (2) access points will be gated and accessible to emergency vehicles and AppalCART Transit only.

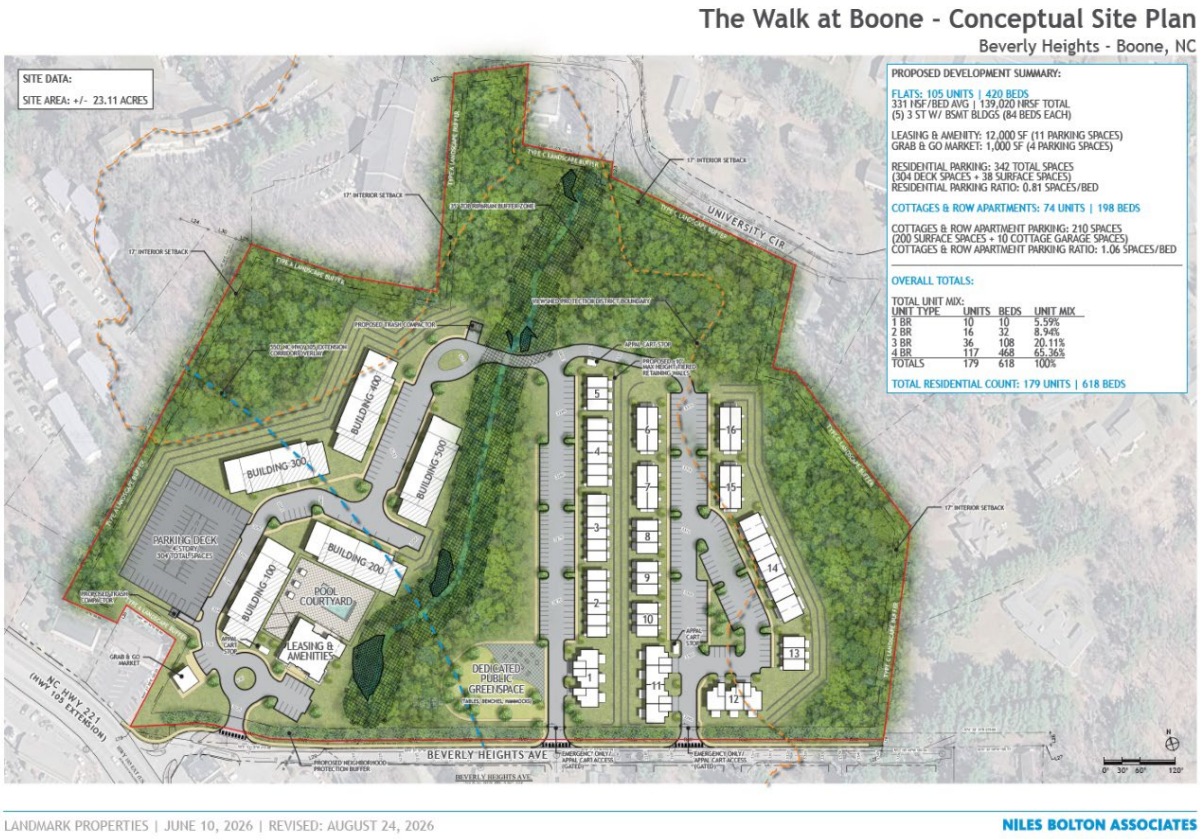


Figure 1: Revised Conceptual Site Plan (Source: Landmark Properties)

KEY FINDINGS

- By lowering project intensity, Landmark Properties has reduced daily trips by 3%, morning trips by 8.3%, and evening trips by 3.5%
- With the addition of AppalCART transit service, total vehicle trips are reduced by approximately 18% on a daily basis, 22% during the morning peak hour, and 18% during the evening peak hour, compared with the original project proposal.
- The revised project with Transit trips generates an estimated 2,085 daily trips, with 84 trips during the morning peak hour and 163 during the evening peak hour.

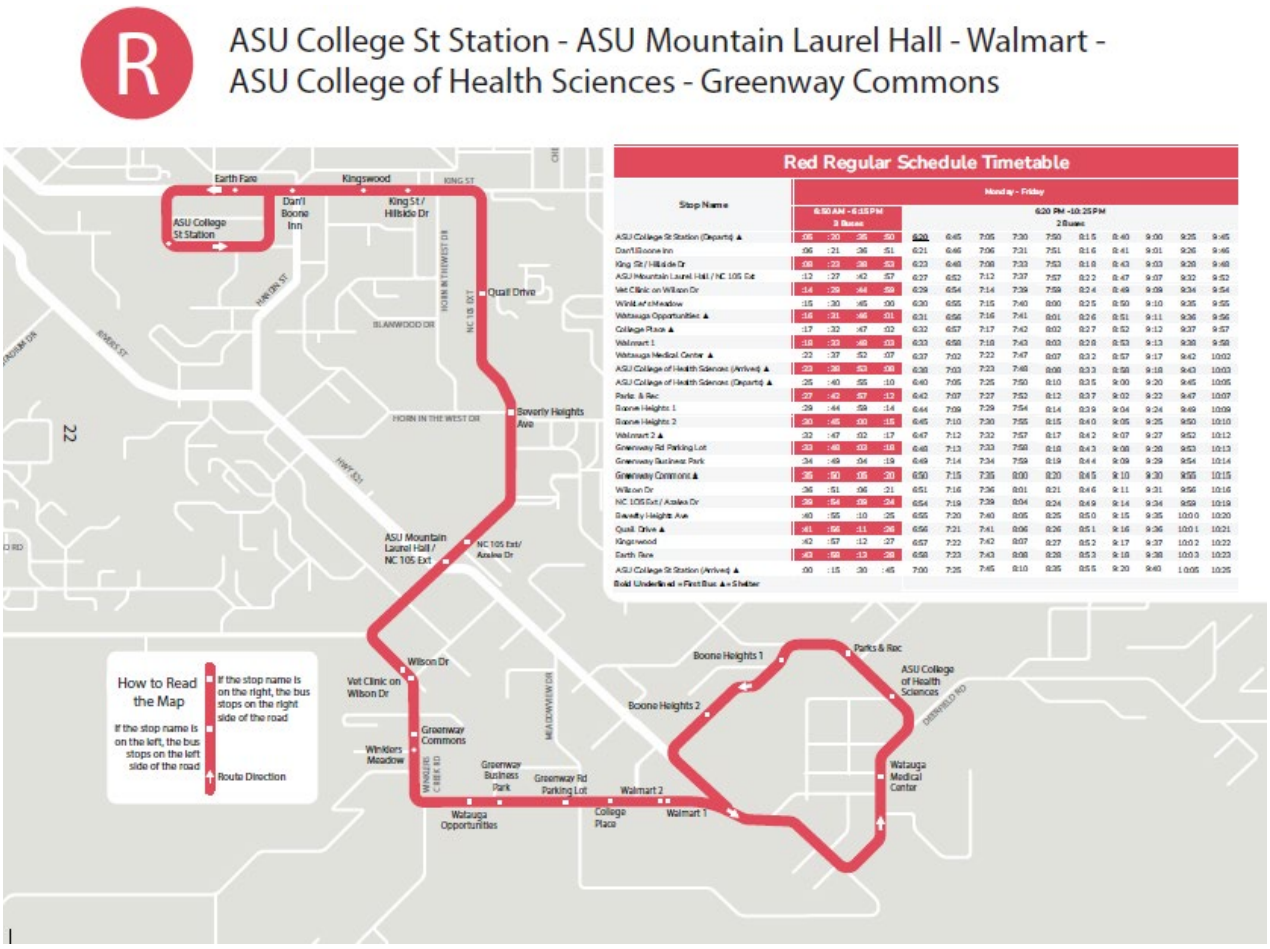


Figure 2: AppalCART Red Route

EXISTING CONDITIONS AND DISCUSSION

Land Use: NC 105 Extension (US 221) is a commercial corridor backing up to residential land uses, with Appalachian State University approximately 1 mile to the west.

Roadway Network: The NCDOT classifies US 221 as an Other Principal Arterial with an AADT of 41,000 and a speed limit of 35 MPH. NC 105 is an Other Principal Arterial with an AADT of 30,500 and a speed limit of 35 MPH. US 321 is a Minor Arterial with an annual average daily traffic (AADT) of 25,500 and a speed limit of 35 MPH. State Farm Road is a Major Collector with an AADT of 11,500 and a speed limit of 35 MPH. Beverly Heights Ave., VFW Drive, Horn Ave., Berkeley Ave., and Sheridan Ave. are all Local streets with a speed limit of 20 MPH.

Safety: Sight distance at the site access points will exceed the required 200 feet for the posted speed limit once some trees are removed.

TRIP GENERATION

Table 1 shows the original vehicle trip generation from the TIA dated April 22, 2026.

Table 1: Original Vehicle Trips

ITE LUC	Proposed Land Use	Size	Units	Daily Trips	AM Peak Hour			PM Peak Hour		
					Entering	Exiting	Total	Entering	Exiting	Total
225	Student Housing Low-Rise	642	Beds	2,549	29	79	108	104	95	199
			Total	2,549	29	79	108	104	95	199

Table 2 shows the revised land use density vehicle trips.

Table 2: Revised Vehicle Trip Generation

ITE LUC	Proposed Land Use	Size	Units	Daily Trips	AM Peak Hour			PM Peak Hour		
					Entering	Exiting	Total	Entering	Exiting	Total
225	Student Housing Low-Rise	618	Beds	2,453	27	72	99	100	92	192
			Total	2,453	27	72	99	100	92	192

With the addition of the proposed AppalCART transit stops within the development, the Engineer evaluated the potential reduction in vehicular traffic associated with transit service.

The Federal Transit Administration has documented the effectiveness of transit programs at university campuses in increasing transit mode share. For example, student transit mode share at the University of Washington increased from approximately 21 percent to 35 percent following implementation of a university transit program, while the University of California, Berkeley experienced an increase from approximately 5.6 percent to 14.1 percent. Based on these documented university experiences, a 15-percent transit mode share is considered a reasonable and conservative assumption for the proposed student housing, particularly given the site's proximity to Appalachian State University and the proposed addition of transit stops within the development. Figure 3 shows the revised trip generation including Transit.

The Appendix shows the NCHRP 684 Internal Capture Estimation for both the AM and PM Transit Trips.

Table 3: Revised Trip Generation Including Transit

ITE LUC	Proposed Land Use	Size	Units	Daily Trips	AM Peak Hour			PM Peak Hour		
					Entering	Exiting	Total	Entering	Exiting	Total
225	Student Housing Low-Rise	618	Beds	2,085	23	61	84	85	78	163
			Total	2,085	23	61	84	85	78	163

TRIP DISTRIBUTION

In this site plan, Landmark Properties is taking deliberate, proactive steps to reduce neighborhood cut-through traffic. The revised plan deliberately removes two opportunities for ordinary apartment traffic to penetrate the surrounding neighborhood while preserving those connections for emergency response and campus transit. The original plan provided three general-purpose access points serving vehicular traffic. Under the revised plan, one access point will remain available for general vehicular traffic, while the two additional access points will be restricted to emergency services and AppalCART buses. This modification reduces the number of locations through which general-purpose traffic can enter and exit the development and therefore changes the expected distribution of site-generated traffic within the surrounding street network.

The revised access configuration is also expected to reduce the potential for neighborhood cut-through traffic. Under the original configuration, the availability of multiple general-purpose access points could have allowed residents to select different routes between the development, the campus, and the surrounding roadway network. Restricting two of the three access points to emergency services and transit eliminates those opportunities for routine vehicular traffic while maintaining emergency access and transit connectivity. Consequently, traffic that would otherwise have been distributed among the three access points will be concentrated at the remaining general-purpose access, while traffic on neighborhood streets associated with the two restricted access points is expected to be reduced. Figure 6 shows the revised trip distribution.

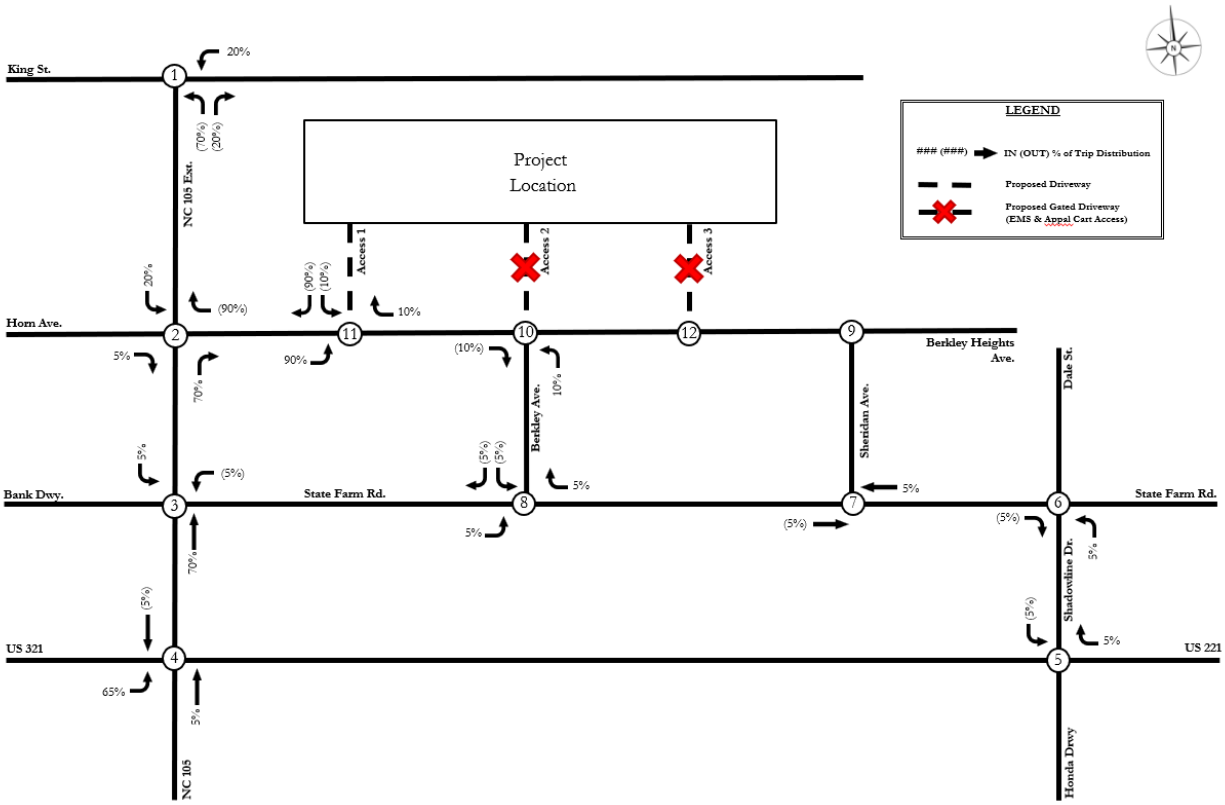


Figure 3: Revised Trip Distribution

The Intersection of US 221 (NC 105 Extension) and Horn Avenue

The analysis continues to identify an existing and future operational deficiency at the intersection of NC 105 Extension and the Beverly Heights access.

RECOMMENDED IMPROVEMENTS

To improve intersection operations and safety, Landmark Properties should modify Beverly Heights Avenue to a right-in/right-out

The recommendation is scaled to the problem and consistent with NCDOT requirements. The intersection has an existing operational deficiency that is not created by the project.

The Engineer recommends that Landmark Properties modernize Beverly Heights Drive, along the width of its frontage, to a modern two-lane two-way cross section. Any construction should meet the stricter NCDOT standards or Town of Boone Standards.

Sight distance at the site access points will exceed the required 200 feet for the posted speed limit once some trees are removed. It is Landmark Properties' responsibility to ensure and maintain adequate sight distance for the duration of construction.

CONCLUSIONS

Taken together, the revised development plan incorporates several changes that address the transportation concerns associated with the original proposal:

Table 4: Summary of Improvements

Issue	Original/Existing Condition	Revised Plan / Recommendation
Student transportation	Auto oriented Limited campus parking	15% transit mode share assumed; AppalCART access improved with 3 new stops
General-purpose access	Three general-purpose driveways	One general-purpose driveway
Emergency/transit access	Three general-purpose connections	Two additional connections restricted to emergency services and AppalCART
Neighborhood traffic	Multiple opportunities for traffic to enter/exit through surrounding streets	General traffic concentrated at one access, reducing cut-through opportunities.
Southbound left turn	Approximately 55-foot evening peak queue	Use a right-in/right out to minimize southbound left turns.

The revised plan represents a meaningful improvement over the original access configuration. It limits general-purpose vehicular access to a single location, preserves the other connections for emergency response and transit, reduces opportunities for neighborhood cut-through traffic, and incorporates a specific roadway improvement to address the project's incremental impact at the NC 105 Extension/Beverly Heights intersection.

APPENDIX

NCHRP 684 Internal Trip Capture Estimation Tool			
Project Name:	WAYN 1582 Driving Range Apts	**Organization:**	JM teague Engineering & Planning
Project Location:	Boone, NC	**Performed By:**	M. Prindiville
Scenario Description:		**Date:**	08.19.26
Analysis Year:	2026	**Checked By:**	
Analysis Period:	AM Street Peak Hour	**Date:**	

Table 1-A: Base Vehicle-Trip Generation Estimates (Single-Use Site Estimate)

Land Use	Development Data (*For Information Only*)			Estimated Vehicle-Trips[3]		
	ITE LUCs[1]	Quantity	Units	Total	Entering	Exiting
Office				0		
Retail				0		
Restaurant				0		
Cinema/Entertainment				0		
Residential	225	618	Bedrooms	618	27	72
Hotel				0		
All Other Land Uses[2]				0		
				618	27	72

Table 2-A: Mode Split and Vehicle Occupancy Estimates

Land Use	Entering Trips			Exiting Trips		
	Veh. Occ.[4]	% Transit	% Non-Motorized	Veh. Occ.[4]	% Transit	% Non-Motorized
Office	1.10	0%	0%	1.10	0%	0%
Retail	1.10	0%	0%	1.10	0%	0%
Restaurant	1.10	0%	0%	1.10	0%	0%
Cinema/Entertainment	1.10	0%	0%	1.10	0%	0%
Residential	1.10	15%	0%	1.10	15%	0%
Hotel	1.10	0%	0%	1.10	0%	0%
All Other Land Uses[2]	1.10	0%	0%	1.10	0%	0%

Table 3-A: Average Land Use Interchange Distances (Feet Walking Distance)

Origin (From)	Destination (To)					
	Office	Retail	Restaurant	Cinema/Entertainment	Residential	Hotel
Office						
Retail						
Restaurant						
Cinema/Entertainment						
Residential						
Hotel						

Table 4-A: Internal Person-Trip Origin-Destination Matrix*

Origin (From)	Destination (To)					
	Office	Retail	Restaurant	Cinema/Entertainment	Residential	Hotel
Office		0	0	0	0	0
Retail	0		0	0	0	0
Restaurant	0	0		0	0	0
Cinema/Entertainment	0	0	0		0	0
Residential	0	0	0	0		0
Hotel	0	0	0	0	0	

Table 5-A: Computations Summary

	Total	Entering	Exiting
All Person-Trips	109	30	79
Internal Capture Percentage	0%	0%	0%
External Vehicle-Trips[5]	84	23	61
External Transit-Trips[5]	17	5	12
External Non-Motorized Trips[6]	0	0	0

Table 6-A: Internal Trip Capture Percentages by Land Use

Land Use	Entering Trips	Exiting Trips
Office	N/A	N/A
Retail	N/A	N/A
Restaurant	N/A	N/A
Cinema/Entertainment	N/A	N/A
Residential	0%	0%
Hotel	N/A	N/A

[1]Land Use Codes (LUCs) from *Trip Generation Manual*, published by the Institute of Transportation Engineers.

[2]Total estimate for all other land uses at mixed-use development site is not subject to internal trip capture computations in this estimator.

[3]Enter trips assuming no transit or non-motorized trips (as assumed in ITE *Trip Generation Manual*).

[4]Enter vehicle occupancy assumed in Table 1-A vehicle trips. If vehicle occupancy changes for proposed mixed-use project, manual adjustments must be made to Tables 5-A, 9-A (O and D). Enter transit, non-motorized percentages that will result with proposed mixed-use project complete.

[5]Vehicle-trips computed using the mode split and vehicle occupancy values provided in Table 2-A.

[6]Person-Trips

*Indicates computation that has been rounded to the nearest whole number.

Estimation Tool Developed by the Texas A&M Transportation Institute - Version 2013.1

NCHRP 684 Internal Trip Capture Estimation Tool			
Project Name:	WAYN 1582 Driving Range Apts	**Organization:**	JM teague Engineering & Planning
Project Location:	Boone, NC	**Performed By:**	M. Prindiville
Scenario Description:		**Date:**	08.19.26
Analysis Year:	2026	**Checked By:**	
Analysis Period:	PM Street Peak Hour	**Date:**	

Table 1-P: Base Vehicle-Trip Generation Estimates (Single-Use Site Estimate)

Land Use	Development Data (*For Information Only*)			Estimated Vehicle-Trips[3]		
	ITE LUCs[1]	Quantity	Units	Total	Entering	Exiting
Office				0		
Retail				0		
Restaurant				0		
Cinema/Entertainment				0		
Residential	225	618	Bedrooms	618	100	92
Hotel				0		
All Other Land Uses[2]				0		
				618	100	92

Table 2-P: Mode Split and Vehicle Occupancy Estimates

Land Use	Entering Trips			Exiting Trips		
	Veh. Occ.[4]	% Transit	% Non-Motorized	Veh. Occ.[4]	% Transit	% Non-Motorized
Office	1.10	0%	0%	1.10	0%	0%
Retail	1.10	0%	0%	1.10	0%	0%
Restaurant	1.10	0%	0%	1.10	0%	0%
Cinema/Entertainment	1.10	0%	0%	1.10	0%	0%
Residential	1.10	15%	0%	1.10	15%	0%
Hotel	1.10	0%	0%	1.10	0%	0%
All Other Land Uses[2]	1.10	0%	0%	1.10	0%	0%

Table 3-P: Average Land Use Interchange Distances (Feet Walking Distance)

Origin (From)	Destination (To)					
	Office	Retail	Restaurant	Cinema/Entertainment	Residential	Hotel
Office		4000	4000		4000	
Retail					4000	
Restaurant					4000	
Cinema/Entertainment					4000	
Residential		4000	4000			
Hotel					4000	

Table 4-P: Internal Person-Trip Origin-Destination Matrix*

Origin (From)	Destination (To)					
	Office	Retail	Restaurant	Cinema/Entertainment	Residential	Hotel
Office		0	0	0	0	0
Retail	0		0	0	0	0
Restaurant	0	0		0	0	0
Cinema/Entertainment	0	0	0		0	0
Residential	0	0	0	0		0
Hotel	0	0	0	0	0	

Table 5-P: Computations Summary

	Total	Entering	Exiting
All Person-Trips	211	110	101
Internal Capture Percentage	0%	0%	0%
External Vehicle-Trips[5]	163	85	78
External Transit-Trips[6]	32	17	15
External Non-Motorized Trips[6]	0	0	0

Table 6-P: Internal Trip Capture Percentages by Land Use

Land Use	Entering Trips	Exiting Trips
Office	N/A	N/A
Retail	N/A	N/A
Restaurant	N/A	N/A
Cinema/Entertainment	N/A	N/A
Residential	0%	0%
Hotel	N/A	N/A

[1]Land Use Codes (LUCs) from *Trip Generation Manual*, published by the Institute of Transportation Engineers.

[2]Total estimate for all other land uses at mixed-use development site is not subject to internal trip capture computations in this estimator.

[3]Enter trips assuming no transit or non-motorized trips (as assumed in ITE *Trip Generation Manual*).
Enter vehicle occupancy assumed in Table 1-P vehicle trips. If vehicle occupancy changes for proposed mixed-use project, manual adjustments must be made to Tables 5-P, 8-P (O and D). Enter transit, non-motorized percentages that will result with proposed mixed-use project complete.

[5]Vehicle-trips computed using the mode split and vehicle occupancy values provided in Table 2-P.

[6]Person-Trips

*Indicates computation that has been rounded to the nearest whole number.

Estimation Tool Developed by the Texas A&M Transportation Institute - Version 2013.1

Amy Snider - EXTERNAL EMAIL - FW: Beverly Heights Development - AppalCART Service

From: Chelsea Garrett <cgarrett@dealmoseley.com>
To: Amy Snider <amy.snider@boonenc.gov>
Date: 9/2/2026 3:34 PM
Subject: EXTERNAL EMAIL - FW: Beverly Heights Development - AppalCART Service

Amy:
Please note below in case you want to include it in the materials for the next hearing. Thank you.

Chelsea Bell Garrett
Attorney/ Partner
Deal Moseley di Santi Garrett & Martin, LLP
870 W. King St., Suite B
PO Box 311
Boone, NC 28607
Phone: 828-264-4734
Fax: 828-264-2712
cgarrett@dealmoseley.com

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From: Craig Hughes <director@appalcart.com>
Sent: Tuesday, September 1, 2026 2:40 PM
To: Todd Carter <todd@hosphouse.org>; dalton.george@townofboone.net
Cc: Quint David <q5quint@gmail.com>; Chelsea Garrett <cgarrett@dealmoseley.com>; Tucker Snipes <Tucker.Snipes@landmarkproperties.com>
Subject: Beverly Heights Development - AppalCART Service

Dear Boone Town Council,
Our AppalCART team and Landmark Properties have discussed bus services for the proposed Beverly Heights development. We would be pleased to offer services to the property upon completion with the signing of a contract for service to the property.

Based on review of the updated site plan, three proposed stop locations have been identified that we believe will allow for proper flow and routing through the property. Our team continues to work on the exact route and timing to serve the development and plans to continue coordination with Landmark if the project moves forward.
Thank you,

Craig Hughes
Executive Director
AppalCART
828-297-1300 ext. 104
director@appalcart.com



Town of Boone
Agenda Item Action Request Form

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon, Town Clerk

Department: Administration

Contact Phone: 828.268.6200

Email: nicole.harmon@boonenc.gov

Date of Council Meeting to consider this item: 9/23/2026

Council Action Requested: For Information/Action

Item Title: Update on Town Manager Hiring Process

Summary of Information: Dr. Patricia Mitchell will provide Council with an update on the status of the Town Manager search, including the progress of the recruitment and selection process. She will also discuss next steps and seek Council's direction regarding how it wishes to proceed with the search.

Town of Boone
Agenda Item Action Request Form

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Dalton George, Mayor

Department: Town Council

Contact Phone: 828.268.6200

Email: dalton.george@boonenc.gov

Date of Council Meeting to consider this item: 9/23/2026

Council Action Requested: For Action

Item Title: Discussion Regarding Rental Payments & Minimum Housing Codes

Summary of Information:

Town of Boone
Agenda Item Action Request Form

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Guy Miller, Director of Finance

Department: Finance

Contact Phone: 828.268.6200

Email: guy.miller@boonenc.gov

Date of Council Meeting to consider this item: 9/23/2026

Council Action Requested: For Action

Item Title: Recommendation for the Award of Janitorial Services Agreement

Summary of Information: The Town of Boone recently issued a Request for Proposals for janitorial services for Town facilities and received the following proposals:

- Clean Break - $322,800
- ServiceMaster - $202,020
- Casa Bonita - $147,159.96
- Appalachian Innkeepers & Janitorial Supply, Inc. - $135,200

Based on these proposals, qualifications, ability to meet the cleaning requirements, and pricing, staff recommends awarding the janitorial services agreement to Appalachian Innkeepers & Janitorial Supply, Inc. and requests approval of the attached agreement.

To: Hank Perkins, Interim Town Manager
From: Guy Miller, Finance Director
Date: September 8, 2026
Subject: Recommendation for Award of Janitorial Services Contract

The Town of Boone issued a Request for Proposals for janitorial and commercial cleaning services for designated Town facilities. The Town received the following proposals:

- Clean Break – $322,800.00
- ServiceMaster – $202,020.00
- Casa Bonita – $147,159.96
- Appalachian Innkeepers & Janitorial Supply Inc. – $135,200.00

These proposal amounts included janitorial services for the Jones House Cultural Center. Since the proposals were received, the Jones House has submitted a proposal to clean its own facility. A copy of that proposal is attached. Therefore, Jones House services will not be included in the recommended janitorial services contract.

After removing the Jones House services, the proposed contract with Appalachian Innkeepers & Janitorial Supply Inc. is $2,200 per week, or $114,400 annually. The contract term will be October 5, 2026 through June 30, 2029, subject to the contract's termination and non-appropriation provisions.

Appalachian Innkeepers & Janitorial Supply Inc. submitted the lowest proposal and has provided proof of the required insurance coverage and janitorial fidelity bond. Based on the company's proposal, qualifications, ability to meet the Town's cleaning requirements, and proposed pricing, I recommend awarding the janitorial services contract to Appalachian Innkeepers & Janitorial Supply Inc.

Recommended By:	Approved By:
Guy C Miller	William H Perkins
Finance Director	Interim Town Manager
Guy C. Miller	_____

Attachment: Jones House proposal to provide in-house cleaning services

JANITORIAL SERVICES AGREEMENT

TOWN OF BOONE, NORTH CAROLINA

This Janitorial Services Agreement ("Agreement") is made effective as of October 19, 2026, by and between the Town of Boone, North Carolina ("Town"), and Appalachian Innkeepers & Janitorial Supply Inc. ("Contractor"). The Town and Contractor agree as follows:

1. SERVICES. Contractor shall provide janitorial services at the Town facilities listed in Schedule A, which is attached and incorporated into this Agreement. Contractor shall furnish the labor, supervision, cleaning supplies, and equipment necessary to complete the work, except for the consumable products identified in Schedule A as Town-provided. All work shall be completed in a professional manner consistent with accepted janitorial practices and the stated service schedule.

2. TERM. The term of this Agreement begins October 19, 2026 and ends June 30, 2029, unless earlier terminated under this Agreement. The parties may modify the service schedule or scope only by a written amendment signed by both parties.

3. COMPENSATION AND INVOICING. The Town shall pay Contractor at the rate of $2,200.00 per week for the services listed in Schedule A. At Contractor's election, services may be invoiced and paid weekly, biweekly, or monthly. Each invoice shall be submitted after the applicable service period and shall itemize the charges for each facility or service area and the weekly service periods covered. Payment is subject to satisfactory completion of the scheduled services. If required work is missed or materially incomplete, the Town may require prompt correction or deduct the reasonable value of the unperformed services from the applicable payment.

4. NON-APPROPRIATION. The Town's payment obligations for each fiscal year are contingent upon the appropriation and availability of funds for that fiscal year. Nothing in this Agreement obligates the Town to appropriate funds in any future fiscal year. If sufficient funds are not appropriated or otherwise made available, the Town may terminate this Agreement, without penalty or further financial obligation, effective at the end of the fiscal period for which funds were appropriated. The Town will provide Contractor written notice as soon as reasonably practicable after learning that funds will not be available.

5. TERMINATION. The Town has the right to terminate this Agreement, with or without cause, upon thirty (30) days' written notice to Contractor. Contractor may terminate this Agreement for the Town's nonpayment of undisputed amounts upon thirty (30) days' written notice, provided the Town has not cured the nonpayment within that notice period. Termination does not affect payment properly due for satisfactory services performed before the effective termination date.

6. CONTRACTOR PERSONNEL AND BACKGROUND CHECKS. Before any employee or other personnel member performs work in a Town facility, Contractor shall provide the Town formal proof that the individual has passed a comprehensive criminal background check. Contractor and its personnel shall comply with all facility-access requirements established by the Town. Any individual who has not been verified or who does not satisfy those requirements shall not be permitted on Town property. Contractor is solely responsible for directing and supervising its employees and for all employment-related obligations.

7. INSURANCE AND FIDELITY BOND. Throughout the term of this Agreement, Contractor shall maintain workers' compensation insurance at statutory North Carolina limits and commercial general liability insurance with limits of not less than $1,000,000 per occurrence and $2,000,000 aggregate for bodily injury and property damage. Contractor shall also maintain a janitorial fidelity bond of not less than $50,000 covering theft, disappearance, or destruction of Town property by Contractor's personnel. The Town shall be named as an additional insured on the commercial general liability policy. Before beginning work, Contractor shall provide certificates of insurance and evidence of the fidelity bond acceptable to the Town and shall provide notice of cancellation or material reduction in coverage as required by the applicable policy or bond.

8. INDEPENDENT CONTRACTOR. Contractor is an independent contractor and not an employee, agent, partner, or joint venturer of the Town. Contractor has no authority to bind the Town. Nothing in this Agreement creates an employment relationship between the Town and Contractor or Contractor's employees.

9. NOTICE. Notices under this Agreement must be in writing and delivered personally, by nationally recognized overnight service, or by certified mail, return receipt requested, to the addresses below, or to any replacement address provided by written notice.

Town of Boone	**Contractor - Appalachian Innkeepers & Janitorial Supply Inc.**
Address: P.O. Drawer 192 Boone, NC 28607	Address: 324-1 Hwy 105 Bypass Boone, NC 28607
Attention: Finance Department	Attention: Amanda Calloway

10. COMPLIANCE WITH LAW AND TOWN POLICIES. Contractor shall comply with all applicable federal, state, and local laws and with reasonable Town security, safety, and building-access policies communicated to Contractor.

11. DAMAGE AND SECURITY. Contractor shall use reasonable care to protect Town property, promptly report damage or security concerns, and be responsible for damage caused by the negligent or willful acts or omissions of Contractor or its personnel.

12. ASSIGNMENT AND SUBCONTRACTING. Contractor shall not assign this Agreement or subcontract a material portion of the services without the Town's prior written consent.

13. MODIFICATIONS; ENTIRE AGREEMENT. This Agreement, including Schedule A, contains the entire agreement of the parties concerning these services. Any modification must be in writing and signed by authorized representatives of both parties.

14. GOVERNING LAW; SEVERABILITY. North Carolina law governs this Agreement. If any provision is held unenforceable, the remaining provisions will continue in effect.

IN WITNESS WHEREOF, the parties have executed this Agreement through their authorized representatives.

TOWN OF BOONE

By: _____

Name: _____

Title: _____

Date: _____

APPALACHIAN INNKEEPERS & JANITORIAL SUPPLY INC.

By: _____

Name: _____

Title: _____

Date: _____

SCHEDULE A

JANITORIAL SERVICES - FACILITIES, FREQUENCIES, AND EXPECTATIONS

Service Schedule and Weekly Charges

Facility / Service Area	Frequency	Service Days	Weekly Charge
Police Department	3 days per week	To be scheduled	$450.00
Town Hall - offices and common areas	3 days per week	To be scheduled	$300.00
Planning & Inspections	3 days per week	To be scheduled	$450.00
Fire Department	2 days per week	To be scheduled	$150.00
Town Hall - public restrooms	6 days per week	Monday-Saturday	$300.00
Public Works	5 days per week	Monday-Friday	$550.00
TOTAL			**$2,200.00**

Areas to Be Cleaned

- All common areas
- Bathrooms and public restrooms
- Kitchens and break rooms
- Hallways
- Stairwells, where applicable
- Town offices, limited to floors and other tasks expressly included below

Expectations for Each Scheduled Cleaning

- Sweep, vacuum, and mop floors and rugs, including those in offices, kitchens, hallways, and stairwells, as applicable.
- Dust common areas, including tables, chairs, decor, and other accessible shared surfaces.
- Empty trash receptacles and replace bags as needed.
- Thoroughly clean and sanitize bathrooms and public restrooms, including the entire toilet bowl, urinals, sinks, mirrors, fixtures, partitions, and floors.
- Wipe and clean countertops and all accessible common surface areas, including touchpoints such as door handles, push plates, light switches, and handrails.
- Clean and remove fingerprints and smudges from glass entrance doors and other interior glass doors in common areas.
- Clean kitchens and break rooms, including sinks, countertops, floors, and tables.
- Refill soap, toilet paper, and paper towels using products supplied by the Town.
- Leave each serviced area clean, orderly, and ready for use; report supply shortages, damage, leaks, or unusual conditions to the Town contact.

Monthly Cleaning

- Once each month, clean and dust all accessible moldings, baseboards, and interior window trim.

Services Not Included Unless Separately Requested

- Dusting or cleaning individual office desks, computers, keyboards, personal decor, papers, or other personal work items.
- Cleaning exterior windows or interior windows other than glass entrance doors and interior glass doors in common areas.

- Cleaning inside refrigerators, microwaves, ovens, cabinets, or drawers.
- Lifting or moving furniture, appliances, or other items weighing more than 20 pounds.
- Specialty floor care, carpet extraction, pressure washing, or other periodic deep-cleaning services not expressly listed in this Schedule A.

Supplies and Equipment

Contractor shall provide all cleaning supplies, chemicals, solutions, equipment, and cleaning implements unless the Town agrees otherwise in writing. The Town shall provide replacement soap, toilet paper, paper towels, and small trash-can liners. Contractor shall actively monitor the inventory of Town-provided consumables at each facility and notify the Town contact before supplies run low. Town paper towels and other restroom consumables shall not be used as cleaning materials. Onsite storage for Contractor's supplies and equipment is limited and is not guaranteed; Contractor is responsible for transporting and securing its supplies and equipment unless the Town approves a storage location in writing.

Scheduling and Access

The parties will establish the specific service days and building-access times for facilities identified as "to be scheduled." Work shall be performed at times approved by the Town and in a manner that does not unreasonably disrupt Town operations. Contractor shall follow all key, alarm, security, and access procedures provided by the Town. Scheduled Town holidays will apply unless the Town and Contractor agree in advance to an alternate cleaning date.

Quality and Communication

Contractor shall perform the stated tasks without repeated reminders. Contractor shall promptly correct substantiated service deficiencies reported by the Town and maintain a current point of contact for scheduling, access, and service concerns.

Town of Boone
Agenda Item Action Request Form

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Guy Miller, Director of Finance

Department: Finance

Contact Phone: 828.268.6200

Email: guy.miller@boonenc.gov

Date of Council Meeting to consider this item: 9/23/2026

Council Action Requested: For Information/Action

Item Title: Monthly Financial Update

Summary of Information: Finance Director Guy Miller will present an update on the Town of Boone's financial position and provide relevant financial information for Council's review. Mr. Miller will be available to answer any questions Council may have regarding the information presented.

Moving forward, this financial update will be provided as a routine monthly report and included on the Consent Agenda.

BANK ACCOUNT BALANCES	As of 08/31/2026
Operating Account	
First Horizon - Checking	3,677,433.21
Investment Accounts	
First Horizon - CDARS-ICS	11,514,845.74
First Horizon - MMSA	13,284,640.06
First Horizon - Fire Department MMSA	38,003.73
First Horizon - Cemetery Acct	3,005.00
First Horizon - USDA Reserve	1,606,503.85
NCCMT - General Fund	4,374,370.10
NCCMT - E-911	29,724.78
NCCMT - Narcotic Enforcmement	12,556.04
NCCMT - NARC Justice/Federal	49,164.84
NCCMT - Sanitation Capital Reserve	19,981.38
NCCMT - Park & Greenspace	3,283.18
NCCMT - Grants	388.50
NCCMT - Capital Reserve Land	71.34
NCCMT - Facilities Capital Reserve	1,010.18
NCCMT - Raw Water Land Reserve	218.85
NCCMT - Water and Sewer Fund	1,155,593.64
NCCMT - Water Capital Reserve	1,258,219.33
NCCMT - Sewer Capital Reserve	557,693.08
NCCMT - Rural Fire Service District	27,049.58

	Period Actuals	YTD Actuals	YTD Budget	Variance	% Of Budget
REVENUES - GENERAL FUND					
CURRENT YEAR TAXES	-	-	(10,755,499.00)	(10,755,499.00)	-
PRIOR YEAR TAXES	-	-	(50,000.00)	(50,000.00)	-
TAX PENALTIES & INTEREST	-	-	(25,000.00)	(25,000.00)	-
NCVTS TAXES	(34,158.99)	(34,158.99)	(377,645.00)	(343,486.01)	9.05
TAX REFUNDS	-	-	1,000.00	1,000.00	-
GROSS RECEIPTS TAX	(6,201.46)	(6,201.46)	(70,000.00)	(63,798.54)	8.86
MUNICIPAL VEHICLE TAX	(15,060.00)	(15,060.00)	(160,000.00)	(144,940.00)	9.41
PRIOR YEAR TAX REFUNDS	-	-	500.00	500.00	-
LOCAL SALES TAX 1% (39)	(216,120.56)	(216,120.56)	(2,231,715.00)	(2,015,594.44)	9.68
LOCAL SALES TAX 1/2% (40)	(84,938.79)	(84,938.79)	(884,460.00)	(799,521.21)	9.60
LOCAL SALES TAX 1/2% (42)	(106,400.54)	(106,400.54)	(1,095,460.00)	(989,059.46)	9.71
LOCAL SALES TAX 1/4% (44) - ELIMINATED	1.96	1.96	-	(1.96)	-
LOCAL SALES TAX - MEDICAID HOLD HARMLESS	(67,127.78)	(67,127.78)	(694,570.00)	(627,442.22)	9.66
SOLID WASTE DISPOSAL TAX	-	-	(17,150.00)	(17,150.00)	-
BUSINESS LICENSE	(120.00)	(120.00)	(1,700.00)	(1,580.00)	7.06
ROOM OCCUPANCY TAX	-	(93,346.88)	(650,000.00)	(556,653.12)	14.36
ROOM OCCUPANCY TAX - ADMIN	(9,845.79)	(9,845.79)	(70,000.00)	(60,154.21)	14.07
LOCAL VIDEO PROGRAMMING REVENUE	-	-	(93,040.00)	(93,040.00)	-
UTILITIES FRANCHISE TAX	-	-	(1,241,800.00)	(1,241,800.00)	-
TELECOMMUNICATIONS SALES TAX	-	-	(87,800.00)	(87,800.00)	-
BEER & WINE TAX	-	-	(84,125.00)	(84,125.00)	-
ABC REVENUES	-	-	(650,000.00)	(650,000.00)	-
ABC BOARD - LAW ENFORCEMENT	-	-	(46,000.00)	(46,000.00)	-
STATE FUNDS - POWELL BILL	-	-	(605,000.00)	(605,000.00)	-
PYMT IN LIEU OF TAXES - APPALACHIAN STUDENT HSING	-	-	(183,890.00)	(183,890.00)	-
NC DOT	(22,512.00)	(22,512.00)	-	22,512.00	-
FEMA REIMBURSEMENT	-	-	(175,000.00)	(175,000.00)	-
DEPARTMENT OF JUSTICE (FED FUNDS)	-	-	(275,000.00)	(275,000.00)	-
CBP - TREASURY FEDERAL FUNDS	-	-	(1,000.00)	(1,000.00)	-
BUILDING & SIGN PERMIT FEES	(42,823.71)	(42,823.71)	(200,000.00)	(157,176.29)	21.41
COURT COSTS FEES & CHARGES	-	-	(1,000.00)	(1,000.00)	-
PARKING VIOLATION PENALTIES	(114,728.40)	(114,668.40)	(1,040,000.00)	(925,331.60)	11.03
PENALTIES - PLANNING & INSPECTIONS	(18,396.91)	(18,396.91)	(60,000.00)	(41,603.09)	30.66
SOLID WASTE FEE	(50,737.50)	(50,775.00)	(337,000.00)	(286,225.00)	15.07
CIVIL ORDINANCE VIOLATIONS	(100.00)	(100.00)	(200.00)	(100.00)	50.00
POLICE FEES	(1,482.00)	(1,482.00)	(5,000.00)	(3,518.00)	29.64
FIRE PROTECTION CHARGES - ASU	-	-	(265,000.00)	(265,000.00)	-
FIRE DEPARTMENT - MISC. FEES/PERMITS	(12,177.78)	(12,177.78)	(60,000.00)	(47,822.22)	20.30
PUBLIC WORKS FEES	(53,171.50)	(53,171.50)	(3,000.00)	50,171.50	1,772.38
INTEREST EARNED ON INVESTMENTS	-	-	(1,000,000.00)	(1,000,000.00)	-
INTEREST EARNED ON POWELL BILL	-	-	(65,000.00)	(65,000.00)	-
LIBRARY LOT PARKING	(2,730.00)	(2,730.00)	(7,500.00)	(4,770.00)	36.40
TRACY CIRCLE PARKING	(6,350.00)	(6,350.00)	(6,200.00)	150.00	102.42
CONSTRUCTION PARKING PERMITS	(3,114.00)	(3,114.00)	(12,000.00)	(8,886.00)	25.95
EMPLOYEE PARKING PERMITS	(270.00)	(270.00)	(200.00)	70.00	135.00
HORN IN THE WEST PARKING	(75,750.00)	(75,750.00)	(204,000.00)	(128,250.00)	37.13
JONES HOUSE PARKING	(7,660.00)	(7,660.00)	(12,500.00)	(4,840.00)	61.28
QUEEN STREET LOT PARKING	(31,555.00)	(31,555.00)	(69,000.00)	(37,445.00)	45.73
BOOT FEES	(300.00)	(300.00)	(2,300.00)	(2,000.00)	13.04
PARKING METERS	(29,614.92)	(29,614.92)	(625,000.00)	(595,385.08)	4.74
OFF STREET PARKING METERS	-	-	(300,000.00)	(300,000.00)	-
SALE OF SURPLUS PROPERTY	-	-	(60,000.00)	(60,000.00)	-
CONTRIBUTIONS/DONATIONS	(15,100.00)	(15,100.00)	(17,000.00)	(1,900.00)	88.82
CONTRIBUTIONS/DONATIONS - CULTURAL RESOURCES	-	-	(1,500.00)	(1,500.00)	-
BOONERANG-CONTRIBUTIONS/DONATIONS	(110,770.00)	(110,770.00)	-	110,770.00	-
RENTAL INCOME	(11,876.00)	(11,876.00)	(71,000.00)	(59,124.00)	16.73
LICENSE FEES (TOWN PROPERTIES)	(2,573.99)	(2,573.99)	(4,000.00)	(1,426.01)	64.35
RENTAL - JONES HOUSE	-	-	(2,500.00)	(2,500.00)	-
CULTURAL RESOURCES FEES	(9,182.00)	(9,182.00)	(35,000.00)	(25,818.00)	26.23

	CAPITAL RESERVE FUND BALANCES	As of 09/16/2026
013-419-000	SANITATION CAPITAL RESERVE	19,118.32
014-421-000	PARK/GREENSPACE	132,598.53
016-421-000	CAPITAL RESERVE - LAND	68.25
017-420-000	TOWN FACILITIES CAPITAL RESERVE	648,617.70
018-420-000	RAW WATER LAND RESERVE	209.41
019-420-000	SIDE WALK CAPITAL RESERVE	76,293.48
031-700-000	WATER CAPITAL RESERVE	2,867,857.21
032-700-000	SEWER CAPITAL RESERVE	1,338,408.59
033-700-000	WATER & SEWER INFRASTRUCTURE	212,770.91
052-451-000	RURAL FIRE - CAPITAL RESERVE	1,193,079.00
053-420-000	CAPITAL RESERVE - FIRE STATION 4	1,756,453.00

	Period Actuals	YTD Actuals	YTD Budget	Variance	% Of Budget
MISCELLANEOUS REVENUE	(25,308.25)	(25,308.25)	(465,415.00)	(440,106.75)	5.44
LOAN PROCEEDS	-	-	(1,146,267.00)	(1,146,267.00)	-
TRANSFER FROM TOWN FACILITIES CAPITAL RESERVE	-	-	(136,850.00)	(136,850.00)	-
TRANSFER FROM WATER & SEWER FUND	-	-	(516,935.00)	(516,935.00)	-
TRANSFER FROM SEPARATION ALLOWANCE TRUST	-	-	(182,915.00)	(182,915.00)	-
TRANSFER FROM MSD	-	-	(93,314.00)	(93,314.00)	-
TRANSFER FROM TOB RURAL FIRE TAX	-	-	(1,294,482.00)	(1,294,482.00)	-
APPROPRIATED FUND BALANCE	-	-	(1,100,000.00)	(1,100,000.00)	-
REVENUES - GENERAL FUND TOTAL	(1,188,255.91)	(1,281,580.29)	(29,926,432.00)	(28,644,851.71)	4.28
EXPENSES - GENERAL FUND					
Dept 400: GOVERNING BODY	24,936.45	28,405.49	129,416.00	101,010.51	21.95
Dept 401: ADMINISTRATION	877,524.89	921,374.05	1,763,918.00	842,543.95	52.23
Dept 402: FINANCE	114,713.54	138,255.50	1,012,057.00	873,801.50	13.66
Dept 403: TAX COLLECTIONS	1,272.71	1,272.71	218,130.00	216,857.29	0.58
Dept 404: LEGAL	33,027.50	33,027.50	135,200.00	102,172.50	24.43
Dept 406: FIRE STATION #1	3,136.27	3,136.27	63,825.00	60,688.73	4.91
Dept 407: BLOWING ROCK ROAD BUILDING	19,692.99	19,833.30	69,010.00	49,176.70	28.74
Dept 408: BROWN BUILDING	33,811.75	33,811.75	256,135.00	222,323.25	13.20
Dept 409: JONES HOUSE	5,523.09	6,853.29	59,205.00	52,351.71	11.58
Dept 410: TOWN HALL BUILDING	21,476.99	22,812.42	117,795.00	94,982.58	19.37
Dept 411: SPECIAL PROGRAMS & PROJECTS	1,674,363.29	1,833,754.14	2,815,560.00	981,805.86	65.13
Dept 412: SUBSIDIES & ALLOCATIONS	123,800.00	123,800.00	131,300.00	7,500.00	94.29
Dept 413: PROFESSIONAL MEMBERSHIPS	37,431.00	37,431.00	42,935.00	5,504.00	87.18
Dept 414: GIS / IT	86,660.05	94,767.84	256,474.00	161,706.16	36.95
Dept 415: FIRE STATION #2	1,087.87	1,087.87	21,000.00	19,912.13	5.18
Dept 417: DOWNTOWN POST OFFICE	6,759.03	6,771.45	112,400.00	105,628.55	6.02
Dept 418: CULTURAL RESOURCES	134,325.00	147,860.51	538,968.00	391,107.49	27.43
Dept 420: FIRE STATION #3	745.96	745.96	15,000.00	14,254.04	4.97
Dept 490: NON-DEPARTMENTAL/DEBT SERVICE	-	-	755,745.00	755,745.00	-
Div 300: POLICE DEPARTMENT	857,760.92	1,041,658.99	6,801,990.00	5,760,331.01	15.31
Div 350: FIRE DEPARTMENT	821,174.05	995,727.61	6,146,963.00	5,151,235.39	16.20
Div 360: PLANNING & INSPECTIONS	230,387.91	280,123.51	1,598,946.00	1,318,822.49	17.52
Div 400: PUBLIC SERVICES & ENGINEERING	67,390.15	83,947.10	507,449.00	423,501.90	16.54
Div 401: STREET DEPARTMENT	356,611.12	396,194.43	2,174,124.00	1,777,929.57	18.22
Div 402: PARKING OPERATIONS	91,424.12	105,964.25	586,039.00	480,074.75	18.08
Div 403: POWELL BILL	766,125.13	792,135.49	610,000.00	(182,135.49)	129.86
Div 404: FLEET MAINTENANCE	76,866.63	92,089.42	486,234.00	394,144.58	18.94
Div 405: FACILITIES MAINTENANCE	311,764.88	363,147.45	1,832,914.00	1,469,766.55	19.81
Div 406: SANITATION	26,856.53	26,907.65	350,000.00	323,092.35	7.69
Div 407: RECYCLING	26,009.63	26,009.63	317,700.00	291,690.37	8.19
EXPENSES - GENERAL FUND TOTAL	6,832,659.45	7,658,906.58	29,926,432.00	22,267,525.42	0.26
REVENUES - NARCOTICS ENFORCEMENT					
APPROPRIATED FUND BALANCE	-	-	(32,600.00)	(32,600.00)	-
REVENUES - NARCOTICS ENFORCEMENT TOTAL	-	-	(32,600.00)	(32,600.00)	-
EXPENSES - NARCOTICS ENFORCEMENT - TOTAL					
EXPENSES - NARCOTICS ENFORCEMENT	205.60	205.60	32,600.00	32,394.40	0.63

	Period Actuals	YTD Actuals	YTD Budget	Variance	% Of Budget
REVENUES - WATER/SEWER FUND					
PENALTIES - CIVIL (WWTP)	(600.00)	(600.00)	(5,000.00)	(4,400.00)	12.00
PUBLIC UTILITY FEES	(460.00)	(460.00)	(750.00)	(290.00)	61.33
INTEREST EARNED ON INVESTMENTS	-	-	(250,000.00)	(250,000.00)	-
WATER SALES	(837,068.01)	(837,058.46)	(5,113,756.00)	(4,276,697.54)	16.37
SEWER CHARGES	(789,373.83)	(789,492.13)	(5,012,556.00)	(4,223,063.87)	15.75
WATER - LABOR & MATERIAL CHARGES	(10,512.39)	(16,830.99)	(125,000.00)	(108,169.01)	13.46
SEWER - LABOR & MATERIAL CHARGES	(1,857.95)	(1,857.95)	(25,000.00)	(23,142.05)	7.43
CONNECTION/RECONNECTION/DISCONNECTION FEES	(6,880.00)	(6,920.00)	(20,000.00)	(13,080.00)	34.60
SEPTIC TANK DISHCHARGE FEE	(78,748.75)	(78,748.75)	(430,000.00)	(351,251.25)	18.31
SALE OF BIOSOLIDS	-	-	(1,000.00)	(1,000.00)	-
SYSTEM DEVELOPMENT FEES - WATER	(11,835.00)	(11,835.00)	(75,000.00)	(63,165.00)	15.78
SYSTEM DEVELOPMENT FEES - SEWER	(11,985.00)	(11,985.00)	(75,000.00)	(63,015.00)	15.98
OTHER CHARGES	-	-	(1,000.00)	(1,000.00)	-
NSF/RETURNED CHECK CHARGES	(125.00)	(125.00)	(500.00)	(375.00)	25.00
METER CHECK/METER RE-READ CHARGES	(30,930.00)	(31,010.00)	(75,000.00)	(43,990.00)	41.35
LATE PAYMENT PENALTIES	20.00	20.00	(75,000.00)	(75,020.00)	(0.03)
SALE OF SURPLUS PROPERTY	-	-	(50,000.00)	(50,000.00)	-
MISCELLANEOUS REVENUES	(12,560.00)	(12,560.00)	(358,399.00)	(345,839.00)	3.50
LOAN PROCEEDS	-	-	(150,000.00)	(150,000.00)	-
WATER CAPITAL RESERVE CONTRIBUTION	-	-	(487,000.00)	(487,000.00)	-
SEWER CAPITAL RESERVE CONTRIBUTION	-	-	(800,000.00)	(800,000.00)	-
REVENUES - WATER/SEWER FUND TOTAL	(1,792,915.93)	(1,799,463.28)	(13,129,961.00)	(11,330,497.72)	13.71
EXPENSES - WATER/SEWER FUND					
Div 801: PUBLIC UTILITIES (ADMIN)	154,653.44	180,976.36	1,793,181.00	1,612,204.64	10.09
Div 802: WATER OPERATIONS	313,708.33	346,975.52	2,294,889.00	1,947,913.48	15.12
Div 803: SEWER OPERATIONS	185,573.36	218,091.10	1,318,638.00	1,100,546.90	16.54
Div 804: WATER TREATMENT PLANT	227,202.93	259,003.36	1,798,685.00	1,539,681.64	14.40
Div 805: WASTE WATER TREATMENT PLANT	364,576.41	438,901.40	3,224,539.00	2,785,637.60	13.61
Div 806: UTILITY BILLING & COLLECTIONS	77,791.81	93,466.78	500,022.00	406,555.22	18.69
Div 890: NON-DEPARTMENTAL/DEBT SERVICE	-	-	2,200,007.00	2,200,007.00	-
EXPENSES - WATER/SEWER FUND TOTAL	1,323,506.28	1,537,414.52	13,129,961.00	11,592,546.48	0.12

	Period Actuals	YTD Actuals	YTD Budget	Variance	% Of Budget
REVENUES - HEALTH INSURANCE FUND					
INSURANCE REVENUE - COBRA	(1,930.00)	(1,930.00)	(500.00)	1,430.00	386.00
INSURANCE REVENUE - RETIREE %	(12,551.92)	(12,551.92)	(71,864.00)	(59,312.08)	17.47
INSURANCE REVENUE - GENERAL FUND TRANS	(300,886.68)	(300,886.68)	(1,925,012.00)	(1,624,125.32)	15.63
INSURANCE REVENUE - WATER/SEWER FUND TRANS	(93,284.06)	(93,284.06)	(589,035.00)	(495,750.94)	15.84
MISCELLANEOUS REVENUE	-	-	(14,050.00)	(14,050.00)	-
REVENUES - HEALTH INSURANCE FUND TOTAL	(408,652.66)	(408,652.66)	(2,600,461.00)	(2,191,808.34)	15.71
EXPENSES - HEALTH INSURANCE FUND TOTAL	679,886.40	680,112.40	2,600,461.00	1,920,348.60	26.15
MUNICIPAL SERVICE DISTRCIT - REVENUES					
CURRENT YEAR TAXES	-	-	(299,650.00)	(299,650.00)	-
NCVTS TAXES	(292.40)	(292.40)	(4,500.00)	(4,207.60)	6.50
LOCAL SALES TAX 1%	(6,720.06)	(6,720.06)	(29,400.00)	(22,679.94)	22.86
LOCAL SALES TAX 1/2% (40)	(2,641.09)	(2,641.09)	(12,600.00)	(9,958.91)	20.96
LOCAL SALES TAX 1/2% (42)	(3,308.42)	(3,308.42)	(14,700.00)	(11,391.58)	22.51
LOCAL SALES TAX 1/2% (44)	0.06	0.06	-	(0.06)	-
LOCAL SALES TAX 1/4% (40 MEDICAID REPL)	(2,087.27)	(2,087.27)	(10,500.00)	(8,412.73)	19.88
MUNICIPAL SERVICE DISTRCIT - REVENUES TOTAL	(15,049.18)	(15,049.18)	(371,350.00)	(356,300.82)	4.05
MUNICIPAL SERVICE DISTRICT -EXPENSES TOTAL	36,245.11	42,200.58	371,350.00	329,149.42	11.36
RURAL FIRE SERVICE DISTRICT - REVENUES					
CURRENT YEAR TAXES	-	-	(1,398,133.00)	(1,398,133.00)	-
PRIOR YEAR TAXES	-	-	(5,000.00)	(5,000.00)	-
TAX PENALTIES & INTEREST	(156.87)	(156.87)	(1,000.00)	(843.13)	15.69
NCVTS TAXES	(10,575.37)	(10,575.37)	(80,000.00)	(69,424.63)	13.22
LOCAL SALES TAX 1% (39)	-	-	(600,000.00)	(600,000.00)	-
INTEREST EARNED ON INVESTMENTS	-	-	(50,000.00)	(50,000.00)	-
SALE OF SURPLUS PROPERTY	-	-	(10,000.00)	(10,000.00)	-
RURAL FIRE SERVICE DISTRICT - REVENUES TOTAL	(10,732.24)	(10,732.24)	(2,144,133.00)	(2,133,400.76)	0.50
RURAL FIRE SERVICE DISTRICT - EXPENSES TOTAL	71,218.90	71,218.90	2,144,133.00	2,072,914.10	3.32

Howard Street Project

Original Budget	15,495,998.00
Expenditures paid to 09/15/26	9,000,933.36
Encumbrances	4,169.22
Balance remaining 09/15/2026	6,490,895.42

Town of Boone
Agenda Item Action Request Form

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Guy Miller, Director of Finance

Department: Finance

Contact Phone: 828.268.6200

Email: guy.miller@boonenc.gov

Date of Council Meeting to consider this item: 9/23/2026

Council Action Requested: For Action

Item Title: Consideration of Agreement - NCLM

Summary of Information: Attached for Council's consideration is an addendum to the agreement previously adopted between the Town of Boone and the North Carolina League of Municipalities for Cherry Bekaert, providing additional technical accounting and GASB consulting services to assist the Town with complex accounting and financial reporting matters. Additional services will include assistance with preparing bank reconciliations for Fiscal Year 2025 and preparing for the Fiscal Year 2025 audit. Services will be performed on a time-and-materials basis at the rates established in the original engagement letter, with additional fees not to exceed $50,000 without prior written approval from the Town. Any funding approved for this project by the North Carolina League of Municipalities (NCLM) will be utilized before Town funds, unless otherwise specified by NCLM.

Council is asked to approve the additional engagement with Cherry Bekaert and authorize the appropriate Town officials to execute the agreement.

September 21, 2026

Guy Miller, Finance Director
Town of Boone
567 W King Street
Boone, North Carolina 28607

Dear Guy,

This Addendum to our original Engagement Letter dated August 4, 2026 ("Original Engagement Letter" between Cherry Bekaert Advisory LLC ("Cherry Bekaert", the "Firm", "we", "us") to provide advisory services to the Town of Boone, North Carolina (hereafter referred to as the "Town", "you", "your", or "management") sets forth the nature and scope of the services we will provide in addition to the services set forth in our Original Engagement Letter, the fees we will charge for such additional services, as well as the terms of agreement. Such services will be subject to the same terms and conditions as set forth in our Original Engagement Letter.

SUMMARY OF SERVICES

We will provide additional technical accounting and GASB consulting services on complex accounting and financial reporting matters. Services may include assistance related to:

- Assistance with preparation of bank reconciliations for fiscal year 2025; and
- Assistance with audit preparation for fiscal year 2025.

Other tasks as agreed to by the Town and Cherry Bekaert may be added.

PROFESSIONAL FEE ESTIMATES

The services in this engagement letter are intended to be performed on a time and materials basis at the same rates as the Original Engagement Letter. Estimated level of effort and related fees will not exceed an additional $50,000 without the Town's written approval. Any approved funding for this project from the North Carolina League of Municipalities NCLM) will be expended prior to utilizing Town funds unless otherwise specified by NCLM. We will work closely with you to make this engagement cost-effective. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

This Addendum, together with our Original Engagement Letter sets forth the entire understanding between the Town and Cherry Bekaert regarding the additional services described herein and supersedes any previous proposals, correspondence, and understandings, whether written or oral.

If the foregoing is in accordance with your understanding, please sign a copy of this Addendum in the space provided and return it to us in paper form or by electronic transmission. The parties agree that this Addendum may be electronically signed and that the electronic signatures will be deemed to have the same force and effect as handwritten signatures. The terms, fees, and conditions listed herein will expire 60 days from the date of this Addendum if unsigned, unless Cherry Bekaert, at its sole discretion, expressly agrees to waive the provisions of this paragraph. Please maintain a copy of this Addendum for your files.

We want to express our appreciation for this opportunity to be of service to you. If you have any questions or concerns regarding this Addendum, please do not hesitate to contact us.

Sincerely,

Cherry Bekaert Advisory LLC

Cherry Bekaert Advisory LLC

Town of Boone, North Carolina

ACCEPTED BY:

Printed Name	Signature
Title / Entity	Date

Town of Boone
Agenda Item Action Request Form

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Allison Meade, Town Attorney

Department: Town Attorney

Contact Phone:

Email: ameade@meade-law.com

Date of Council Meeting to consider this item: 9/23/2026

Council Action Requested: For Action

Item Title: Consideration of amendment to Town Code § 50.291 regarding extension of water or sewer service to state-owned properties.

Summary of Information: In follow up to a recent Council discussion, attached for Council consideration is a draft amendment to Town Code §50.291 which would allow the Town Council, in its discretion, to authorize water or sewer extensions and connections to state-owned or managed projects without requiring annexation, to the extent such properties are exempted under current state law (N.C.G.S. § 160D-913) from town zoning and development regulations.

Staff and the town attorney recommend adoption of the amendment. Allowing such connections for non-annexed state-owned properties will enable the town to receive double water/sewer rates. Requiring annexation in such cases results in only financial detriment to the town with no offsetting gains in either its tax base or zoning authority.

Ordinance # _____

AN ORDINANCE TO AMEND CHAPTER 50, SECTION 291 OF THE TOWN OF BOONE CODE OF ORDINANCES REGARDING WATER AND SEWER EXTENSIONS AND CONNECTIONS OUTSIDE OF TOWN LIMITS

WHEREAS, the Town of Boone operates a public water and sewer system under the authority of Chapter 160D of the N.C. General Statutes; and

WHEREAS, the Boone Town Council finds it desirable and in the best interests of the residents of Boone to make certain modifications to the town's ordinance regarding extensions and connections of water or sewer outside the town limits in light of the change to state law codified at N.C.G.S. §160D-913 exempting certain state-owned and managed properties and developments from the town's zoning and development regulation;

NOW THEREFORE, BE IT ORDAINED BY THE BOONE TOWN COUNCIL THAT:

SECTION 1. Section 50.291of the Boone Code of Ordinances is hereby revised as set forth in the attached **Exhibit A** to this Ordinance, which is incorporated by reference.

SECTION 2. All provisions of any Town ordinance in conflict with this ordinance are hereby repealed to the extent of such conflict.

SECTION 3. In the event any section, subsection, subdivision, paragraph, subparagraph, item, sentence, clause, phrase or word of this ordinance is declared or adjudged to be invalid or unconstitutional, such declaration or adjudication shall not affect the remaining provisions of this ordinance, which shall remain in full force and effect as if the portion so declared or adjudged invalid or unconstitutional was not originally a part of this ordinance.

SECTION 4. This Ordinance shall be effective immediately upon its adoption by Town Council.

Adopted this _____ day of _____, 2026

_____ ATTEST: _____

Dalton George, Mayor Town Clerk

EXHIBIT A

§ 50.291 EXTENSIONS AND NON-HARDSHIP CONNECTIONS OUTSIDE OF THE TOWN LIMITS PROHIBITED EXCEPT UPON APPROVAL OF ANNEXATION AND ZONING; EXCEPTIONS.

(A) Except in cases of hardship connections approved pursuant to § 50.290, no water or sewer connection or extension will be allowed until the property owner has petitioned and been approved for annexation and the property has been zoned.

(B) Exceptions for certain government-owned properties. In its discretion based upon its weighing of the public interests, and upon such additional conditions as it may choose to impose, Town Council may authorize a water or sewer connection of property located outside the town corporate limits if the property is owned by the State of North Carolina, the town, or Watauga County and either:

(1) The property is to be used for public utility purposes as authorized per G.S. § 116-35 (regarding university utilities); or

(2) The property is to be developed with the financial assistance of Watauga County and/or the town pursuant to the authority granted by G.S. § 158-7.1 for local government support of economic and industrial development. For purposes of this division, "financial assistance" is intended to include the provision of a leasehold interest in real estate, but is not intended to include the mere provision of water or sewer or other utility infrastructure itself. This exception is not intended to include any residential housing project of any nature.

(3) If the development at issue constitutes the construction, erection, alteration, enlargement, renovation, substantial repair, movement to another site, demolition, or use of any building or property by (i) the State of North Carolina, or (ii) by The University of North Carolina or any of its constituent institutions so as to be exempted from town zoning and land use regulation under state law.

(C) In order to proceed with an application under division (B), the applicant must present to the Town Council a general development plan setting forth planned uses, siting of structures, sketch drawings of buildings/elevations, and any such additional information, drawings, or plans as may be required by Council. However, the foregoing provisions is not intended to limit the Council's discretion as to what information, drawings, or plans it may require. For example, in its discretion, the Council may require documentation sufficient to meet the requirements for site-specific plan approval under the town's development ordinance.

(D) Any water or sewer connection granted under division (B) is limited to the use of development site as presented in the general development plan presented to Council. In the event the use of the site is substantially changed or the property sold to a non-governmental entity, the Director shall provide 30 days written notice and disconnect the water/sewer connection.

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§ 160D-913. Public buildings.

(a) Except as provided in G.S. 143-345.5 and this section, local government zoning and development regulations are applicable to the erection, construction, and use of buildings by the State of North Carolina and its political subdivisions.

(b) Except as provided in G.S. 143-345.5, this Chapter shall not apply to the construction, erection, alteration, enlargement, renovation, substantial repair, movement to another site, demolition, or use of any building or property by the State of North Carolina, if the project is managed by the State Construction Office, or The University of North Carolina or any of its constituent institutions, if the project is managed or authorized by The University of North Carolina, and the project is located in whole or in part in Buncombe, Orange, Watauga, or Wake County.

(c) Except as provided in G.S. 143-345.5, this Chapter shall not apply to the construction, erection, alteration, enlargement, renovation, substantial repair, movement to another site, demolition, or use of any building or property when the project is managed by the Legislative Services Commission.

(d) Notwithstanding the provisions of any general or local law or ordinance, except as provided in Part 4 of Article 9 of this Chapter, no land owned by the State of North Carolina may be included within an overlay district or a conditional zoning district without approval of the Council of State or its delegate.

(e) For properties exempt from this Chapter under subsection (b) or (c) of this section, the State Construction Office or the Legislative Services Commission shall consult with the appropriate county or city with jurisdiction with regard to all of the following:

(1) Water and sewer services to be provided to the project.
(2) Stormwater implications of the project.
(3) Impacts on traffic patterns and parking.
(4) Perimeter buffering, landscaping, tree protection, and riparian buffer requirements.
(5) Local environmental regulations adopted under Part 2 of Article 9 of this Chapter.

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Town of Boone
Agenda Item Action Request Form

This form must be completed and attached to all supporting documentation for items to be included in the Town of Boone Council agenda. One (1) form per agenda item.

Submitted By: Nicole Harmon, Town Clerk

Department: Administration

Contact Phone: 828.268.6200

Email: nicole.harmon@boonenc.gov

Date of Council Meeting to consider this item: 9/23/2026

Council Action Requested: For Action

Item Title: Appointment to Historic Preservation Commission

Summary of Information: There is currently one vacancy on the Historic Preservation Commission. After advertising in my usual venues, I have received one application for consideration from Adelia Daly (attached). Also attached is the board roster.

Print

Town of Boone Board Application - Submission #7993

Date Submitted: 8/31/2026

Name*
Adelia Catarina Daly

Email:*
adelia.daly5@gmail.com

Address*
176 Rhododendron Lane

City*
Boone

State*
NC

Zip Code*
28607

Is this Address Your Preferred Address?*
Yes

Address

City

State

Zip Code

Phone Number*
8284062043

Jurisdiction of Residence*

- [x] Town of Boone (Inside Town Limits)
- [ ] Watauga County
- [ ] Other

Please Specify:*

How Long Have You Been a Resident in Your Jurisdiction?*

Less than a month

Do Yow Own Real Property (Land) in the Town of Boone?*

No

Name of Board, Commission, Task Force, Advisory Board, or Committee Appointment Sought*

Historic Preservation Commission

Only choose one (1)

Why Do You Wish to Obtain this Appointment?*

I am a historian who is heavily involved with the Watauga County Historical Society. Within that role, I have been seeking ways to get further involved with the preservation of Watauga County's history and historic landmarks. I became aware of the Historic Preservation Commission when I was sent as the WCHS representative for the Stoneman's Raid unveiling. Following that point, I have been very interested in assisting the HPC with its mission.

Are Your Familiar with the Town of Boone's Comprehensive Plan - Boone Next?*

Yes

Boone Next (Adopted June 25, 2025)(PDF)

Rate Your Support for Boone Next (1 Being Not Supportive at All and 10 Being Extremely Supportive)*

- [ ] 1
- [ ] 2
- [ ] 3
- [ ] 4
- [ ] 5
- [ ] 6
- [ ] 7
- [ ] 8
- [ ] 9
- [x] 10

Please Explain Your Level of Support for Boone Next:*

I am highly supportive of the Boone Next Planning Principals to preserve Boone's historic buildings and the need to enhance the town's walkability. Having lived in Boone all my life, I've keenly felt the automobile-first planning philosophies of past town councils. Additionally, as a historian I have been heartened to see the town's commitment to protecting our historic landmarks especially in the wake of the destruction of the Daniel Boone Hotel.

Please Explain Your Support for the Community Climate Action Plan (If applying for a position on the Sustainability Committee):*

I strongly support the Climate Action Plan. Boone is in a beautiful section of the Appalachian Mountains, but this beauty needs to be protected. This landscape would be much worse without local governments, such as the Town of Boone, to protect the trees and waterways that are so important to Appalachia.

Community Climate Action Plan (Adopted March 13, 2024)(PDF)

What Skills, Education, Training, Experience or Area(s) of Expertise Would You Bring to the Appointment?*

I have a Master of Arts in History and I have almost four years of experience working as a Senior Digitization Technician with the Digital Watauga Project.

Have You Had Issues With the Town of Boone Which Relate to the Work of the Body to Which You Seek Appointment?*

No

Do You Know of Any Known or Potential Conflicts of Interest (Including Membership in Any Organization, Your Employment and the Memberships and Employment of Family Members) that Might Arise if You're Appointed?*

Yes

Explain:

Have You Previously Served on any Town Board, Commission, or Committee?*

No

Explain:

Please Include the Name of Board, Commission, Task Force, Advisory Board, or Committee Appointment, the Approximate Date(s) Served and a Brief Description of the Quality of Your Service

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, commission, task force, advisory body or committee, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and recuse myself from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by myself or a member of my family, and other interest which impairs my ability to participate fairly in the deliberations and actions in question.*

Adelia Catarina Daly

Signature

Date*

8/31/2026

Historic Preservation Commission Roster as of September 9, 2026

Five (5) members

1 Member	Pierce Hall 1st Term 199 Windy Dr., Apt. 7 Cell: 828-280-8727 Email: hallps@appstate.edu Appointed: 09-09-26 Expires: 06-30-27	Council Member Liaison	Virginia Roseman 125 Cherrybrook Ln. Cell: 828-964-8854 Virginia.roseman@boonenc.gov
2 Member	Romy (Bennie) Gaetano 1st Term 243 Jefferson Rd. Cell: 704-699-4415 Email: romy8lucia@gmail.com Appointed: 07-09-25 Reappointed: 06-10-26 Expires: 06-30-29	P & I Staff	Amy Snider, Commercial Zoning Administrator amy.snider@boonenc.gov Jessica Mitchell, Advanced Planning Specialist jessica.mitchell@boonenc.gov David Pedersen, Board Clerk david.pedersen@boonenc.gov
3 Member	Charles Vardell Smyth, CHAIR 2nd Term 172 Cherrybrook Ln. Cell: 919-418-0201 Email: HPC@cvsmyth.com Appointed: 09-13-23 Reappointed: 06-11-25 Expires: 06-30-28		
4 Member	VACANT 1st Term Cell: Email: Appointed: 07-09-25 Expires: 06-30-27	Town Attorney	Allison Meade PO Box 292 184 N. Water St., Ste. 6 Office: 828-865-5555 ameade@meade-law.com
5 Student Member	Phoebe Howerton 1-year Term 144 Poplar Grove Rd, Apt 525 Cell: 910-596-8418 Email: howertonpk@appstate.edu Appointed: 08-12-26 Expires: 06-30-27		

1. 3-year staggered terms (except for ASU student who serves a 1-year term)
2. Terms expire on June 30
3. Members can serve no more than 3 consecutive terms