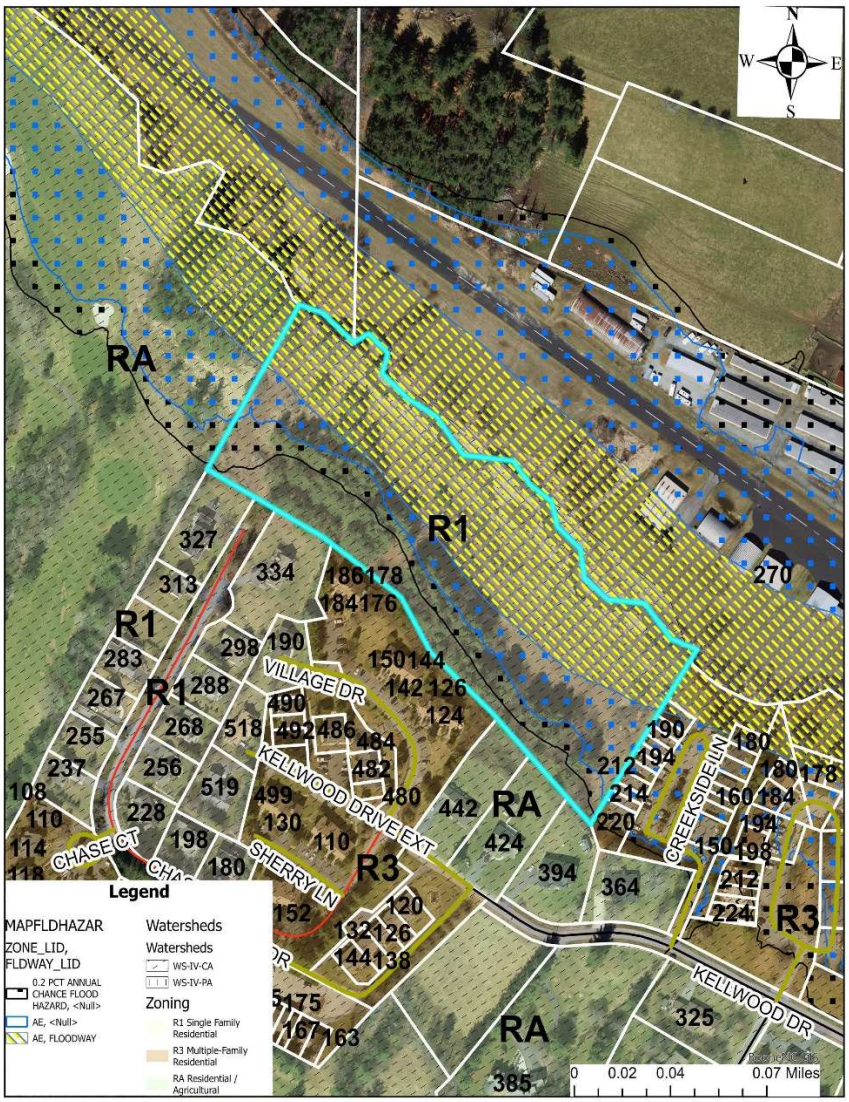
Staff Report
Planning Commission
October 26, 2026
Case A26-0647, Yates Family Properties, LLC – Minor Subdivision

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Analysis

Allen Yates has requested minor subdivision approval for a parcel identified as Watauga County parcel ID 2920-00-9240-000. The site is zoned R1 Single Family Residential with Special Flood Hazard Area overlay. The site is located within the Watershed IV, Critical Area (WS-IV CA) water supply watershed, the parcel is highlighted in blue and the watershed is highlighted in black dash lines on the map above.

Request

Allen Yates is requesting to subdivide a 7.6-acre lot into two (2) parcels, which are 3.510 acres and 4.066 acres and are located in the Watershed IV, Critical Area (WS-IV CA).

PROPERTY OWNER:	Yates Family Properties, LLC
ADDRESS OR LOCATION:	Chase Hill Drive (TBD)
WATAUGA COUNTY PIN:	2920-00-9240-000
TYPE OF DEVELOPMENT:	Single Family Home
SIZE:	7.6 acres
ZONING:	R1, Single Family Residential

Minor Subdivision Approval Process

The Town of Boone Unified Development Ordinance (UDO) defines a minor subdivision as a subdivision that does not involve any of the following: (i) The creation of eleven or more lots, regardless of whether the lots are created at one time or over an extended period of time; or; (ii) The creation of any new streets (either public or private); or; (iii) The creation or extension of a public water or sewer system; or; (iv) The installation of drainage improvements upon one (1) or more lots to serve one (1) or more other lots.

Pursuant to UDO Subsection 5.07.01 Minor subdivisions are subject to a three (3) step approval process: sketch plan consultation (optional), preliminary plat approval, and final plat approval.

5.07.02 **Sketch Plan**: A sketch plan submittal is optional but is strongly encouraged for minor subdivisions.

A. A sketch plan is a plan prepared in advance of formal submittal for the purpose of receiving informal staff comments.

B. Although there are no minimum requirements for the content of a sketch plan, applicants are encouraged to provide as much detail as possible.

5.07.03 **Preliminary Plat**: A preliminary plat is required for all minor subdivisions.

A. The preliminary plat shall be submitted in accordance with Article 4.

B. The preliminary plat shall contain the information as described in Appendix A.

C. Administrator Review:

1. The Administrator must review the plat for conformance with the requirements of this Ordinance and may consult with other departments, agencies or officials by referral.

2. The Administrator must approve, approve with conditions, or deny the preliminary plat within the time specified within Article 4.

3. Preliminary plats approved by the Administrator may proceed toward final plat approval.

4. Plats denied or granted conditional approval by the Administrator may be appealed to the Board of Adjustment in accordance with Article 6.

5. Modifications to approved minor subdivision preliminary plats are subject the requirements in Section 4.16.

6. Minor subdivision preliminary plat approval remains valid for one (1) year and may be extended in accordance with the provisions of Section 4.14.

5.07.04 **Final Plat**: A final plat is required for all minor subdivisions.

A. Upon approval of a minor subdivision preliminary plat, the applicant is eligible to submit a final plat for approval.

B. The final plat shall be submitted in accordance with Article 4.

C. The final plat shall contain the information as described in Appendix A.

D. The final plat shall be prepared and certified by a North Carolina licensed professional land surveyor.

E. The final plat must conform to the approved preliminary plat.

F. The approved final plat shall be recorded within forty-five (45) days of approval by the Planning and Inspections Department or the approval shall be void.

Staff Note: Staff has reviewed the proposed plat and notes that the proposed subdivision meets the ordinance standards of a minor subdivision.

Watershed Protection Details

WS-IV Watershed Areas Critical Area (WS-IV-CA):

UDO Subsection 29.06.02 states: In order to address a moderate to high land use intensity pattern, single family residential uses are allowed at a maximum of two (2) dwelling units per acre. All other residential and non-residential development shall be allowed twenty-four percent (24%) built-upon area.

Staff Note: The proposed subdivision includes:

Lot 1 = 3.510 acres Lot 2 = 4.066 acres

Access To Lots

Pursuant to UDO Subsection 23.02.01: Every lot shall have access to it that is sufficient to afford a reasonable means of ingress and egress for emergency vehicles as well as for all those likely to need or desire access to the property in its intended use. Further, UDO Subsection 23.03.01: A driveway may provide access to no more than two (2) lots.

Pursuant to UDO Subsection 5.04.02 no final plat that shows lots served by private roads may be recorded unless the final plat contains the following notations:

"Further subdivision of any lot shown on this plat as served by a private road may be prohibited by the Town of Boone Unified Development Ordinance."

Staff Note: A private 20-foot easement is providing access to two (2) lots.

Staff Recommendation

If the Board approves the permit application, Staff recommends the following conditions:

1. The subdivision is approved subject to a Minor Subdivision application dated received September 11, 2026.
2. A final plat shall be submitted which meets the all requirements of the Unified Development Ordinance.

Procedural Analysis

Pursuant to UDO Subsection 5.03.01 If the proposed minor subdivision plat is located in a designated Water Supply watershed, the Commission shall review the plat and shall approve, not approve, or conditionally approve based on the following findings:

A. It either **is or is not** a minor subdivision; and

B. It either **does or does not** meet the requirements of this Ordinance.

Based upon said findings, the planning commission **shall approve, not approve, or approve conditionally** the proposed minor subdivision.