



CITY OF HENDERSONVILLE DOWNTOWN ADVISORY BOARD

Downtown Program Office | 125 Fifth Avenue West, Suite 200 | Hendersonville NC
28792



Tuesday, June 11, 2024 – 4:00 PM

MINUTES

CALL TO ORDER In attendance – Nancy Neikirk, John Ryan, Caroline Gunther, Mark Pavao, Sam Simmons, Jerry Fitzgerald, Chris Cormier, Matthew Hickman, Aaron Adams, Joe Dinan

Absent – Phil Wilmot, Heang Uy, Carole Sitzler, Michele Woodhouse

Staff present: Jamie Carpenter, Matt Manley, Terry Jacobs

Joining Virtually: Lorna (Bolten & Menk), Lew Holloway, Sam Hayes (Planning), Meghan (McFarlan's Bakery), Allison Justus (Communications Manager- City of Hendersonville)

APPROVAL OF AGENDA – John Ryan made a motion to approve the agenda, Joe Dinan Seconded

APPROVAL OF MINUTES May 2024 Downtown Advisory Board Minutes. Corrections needed:
Matthew Hickman was present, Heang Uy, and Aaron Adams were absent

Jerry Fitzgerald made a motion to approve minutes with changes. Nancy Neikirk seconded.

PUBLIC COMMENT – The chair called a request for public comment. There were no comments. We had one participant on the call that was asked if they requested a comment. Meghan (McFarlan's Bakery)

OLD BUSINESS - Downtown Master Plan and Comprehensive Plan Review

Matt Manley, City Strategic Projects Planner presented the overall status of the Downtown Master Plan, Gen H Comprehensive Plan and how this all works together. The Downtown Master Plan was able to be added thanks to a grant from Henderson County TDA for \$50,000.

Desired outcomes of this meeting include an understanding of the plan and informed board, a recommendation for approval or changes from the Downtown Advisory board, and discussion of priorities for items to be incorporated in the Downtown Advisory Board's workplan.

As a part of this meeting, we will start with a review provided by Lorna Allen with Bolten and Menk to go through the Downtown Master Plan as a brief summary of the final draft of the report. The presentation and meeting was recorded and can be accessed online here: <https://hendersonville-nc.municodemeetings.com/bc-dtab/page/downtown-advisory-board-14>

M. Manley noted that staff will be coming back in July to ask for the Board for a recommendation to City Council on this Chapter. The Planning Board will provide a recommendation on June 24, Downtown Advisory Board on July 9, and the public hearing and presentation to City Council will be on July 10.

After presentation of the document, Matt Manley provided a presentation on highlights that are summarizing the most important components for the board to consider, including building form and site design, building height, and design standards.

The board provided items for feedback which included the following recommendations, with some items to be clarified and discussed at the July 9 Downtown Advisory Board meeting if necessary. Items included:

1. Items for further discussion:

- a. Building Height (Chris Cormier – suggested taller than current state legislation (64 ft) - also further review on the discrepancy between the building height facing Main Street
- b. Other discussion items may include:
 - i. Is there anything major you believe we are missing and absolutely should be added?
 - ii. Other site design discussions?
- c.

2. Items for graphic/ease of use for reading the report:

- Better orientation on the downtown edge design map (hard to tell where you are located)
- Map with color coding legend on street character – for better understanding of document (pg 220-221)
- Page 258 and 257 building height confusing – clarify
- Sign question – recessed, parallel, perpendicular – better instruction or diagrams to help inform this.
- Relatable – towns similar on comparisons may be useful rather than larger towns
- Map labeling – some mis labeled streets and hard to read

- 6. Items to be considered for our downtown workplan -** This will be ongoing in our board and committee meetings, but if you notice anything we can begin discussion at our next board meeting but also plan for this to continue on. I am listing items that came out in the meeting.
- a. Branding for 'Lower Trailhead' as a district with different name/design?

OTHER BUSINESS - Downtown Team/Subcommittee Updates and Action Items. This was included in the agenda packet as reference. No discussion or review.

ADJOURNMENT

The City of Hendersonville is committed to providing accessible facilities, programs and services for all people in compliance with the Americans with Disabilities Act (ADA). Should you need assistance or an accommodation for this meeting please contact the City Clerk no later than 24 hours prior to the meeting at 697-3005.