



CITY OF HENDERSONVILLE DOWNTOWN ADVISORY BOARD

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



Tuesday, April 09, 2024 – 4:00 PM

MINUTES – APPROVED MAY 14, 2024

CALL TO ORDER

In meeting in person: Chris Cormier, Nancy Neikirk, John Ryan, Phil Wilmot, Joe Dinan, Caroline Gunther, Aaron Adams, Jerry Fitzgerald, Heang Uy (arrived at approx.. 4:10pm)

Absent: Sam Simmons (called in to listen), Matthew Hickman, Mark Pavao, Carol Sitzler, Michele Woodhouse, Anthony McMinn (Nonvoting), Councilwoman Debbie Roundtree (Nonvoting)

Staff present: Jamie Carpenter (Virtual), Matt Manley (virtual), Dakota Parker, Terrye Jacobs, Lew Holloway, Michele Hoyle (police)

PUBLIC COMMENT – There were no public comments submitted and no public comments requested virtually or in person.

APPROVAL OF AGENDA – Aaron Adams made a motion to approve the agenda. Nancy Neikirk seconded. All were in favor.

APPROVAL OF MINUTES - December 2023 Downtown Advisory Board Minutes – Jerry Fitzgerald made a motion to approve the minutes. Joe Dinan seconded. All were in favor.

NEW BUSINESS – Gen H Comprehensive Plan Feedback – Matt Manley (20 Minutes) Matt Manley presented a recap on comprehensive plan discussions and updates. Showing 5 areas that are points of interest that have the potential to grow.

Matt then talks about the 7th Ave discussions from the comp plan feedback and what people are wanting to see changed or better. Focusing growth on properties that are underutilized for projects like additional parking and other investments. While also noting the desire to protect the surrounding neighborhoods from gentrification as the comp plan proceeds.

Community Development Director Lew Holloway clarified several items:

He also clarifies that what they are looking for from the board was a conversation on the topic. – he also clears up that while the city cannot refuse a business (chain/franchise for example), they can say no to their standard building states but if they can fit into the building that's regulated on 7th or main then they can move in. Most big brands wont want to conform into our zoning regulations and will not be attracted to the area, but small business owners or people that want to invest in mix use spaced will be attracted to our regulations.

Specific notes from the board included: Maintaining character is critical and the board held that as an important factor. Also to make sure that if a building is demolished, something of fitting character

Height Limit: The current recommendations for building heights are reviewed. Matt talks about extending the height limit out a little from main street, east of downtown, but the plan includes lower height limits toward 7th.

Caroline asked to clarify how many stories is 40 feet (3 stories) – suggests some areas could be higher than 3 stories. This should be further considered for the downtown plan. There are some areas that would not feel out of place to be taller.

To be noted in the minutes that the incorrect link was sent to the board, and they did not have ample time to review prior to the meeting, and also that staff facilitating were via zoom, which made it difficult to have a good conversation. The Board can email Matt Manley with feedback after taking time to study the concept board with any questions or comments.

Board Member Appointments FY 25 – A cover sheet and recommendations were included in the Board Agenda Packet. The items reviewed:

- 1.The staggering of board terms has left more positions expiring in 2026 making the board terms out of balance.
2. Membership: Review of membership requirements to clarify the board membership. The board recommended the following updates:

A motion was made by Phil Wilmot, Heang Uy seconded. All were in favor.

The Downtown Advisory Board recommends the following updates to the Membership as noted in the Rules of Procedure: allowing employees of downtown businesses to be considered a stakeholder, and removing the non-voting seat specified for a representative from the Hendersonville Rescue Mission, and changing that to an at large and voting member. This would provide an additional opportunity for a voting member to participate in the board and would not remove opportunities for the HRM to participate.

Redlined Rules:

Article 4. Membership. Section 1. Membership and Appointment. All appointments shall be made by the City of Hendersonville City Council. The Board shall consist of sixteen (16) members, including (15~~4~~) voting members and (1~~2~~) non-voting members. Membership shall be composed from the following membership categories:

- (5) Stakeholders representing Seventh Avenue Municipal Service District (all voting members)
- (5) Stakeholders representing Main Street Municipal Service District (all voting members)
- (4~~5~~) At-large members (all voting members)
- (1) City Council liaison member (non-voting member)

~~—(1) Representative from the Hendersonville Rescue Mission (non-voting member)~~

Stakeholder members are defined as persons owning property within a municipal service district the City of Hendersonville, and/or business owners or their representative whose business is located within a municipal service district in the City of Hendersonville.

Article 16. Sub-Committees and Teams. Section 1. Establishment and Appointment. The board may establish and appoint members both from the Board and volunteers in the community with an interest in serving for such temporary and standing sub-committees and teams as are required by law or needed to help carry on the committee's work. Any specific provisions of law relating to particular sub-committees and teams shall be followed.

Jamie Carpenter will add these items to the City Council Agenda for June, 2024.

Board Member Appointments FY 25 . Carolne Gunther noted that both she and Matthew Hickman will be rolling off the board at the end of June, 2024. A new Chair and Vice Chair will need to be appointed. July would usually be a house keeping meeting to go over positions and officers – this could happen with orientation. For the May meeting, Caroline wants to talk about whose going to be chair and whose going to be vice chair. Officers are voted in July or August. Jamie included a board of directors Matrix attached in agenda packet is a helpful tool form the NC Main Street Org.

Team/Subcommittee Updates and Action Items:

HIIP Grant Application – 416 N Main Street. The Community Character team unanimously approved a grant application for repointing brick at 416 N Main Street. No further action is required of the Downtown Advisory Board. The HIIP Grant Packet and Application was included in the board packet for reference.

Downtown Bike Racks – Public Works staff has asked the Downtown Board to review potential bike rack designs. Locations were not currently discussed. The Community Character Team recommended the leaf style bike racks to move forward (see attachment).

Phil Wilmot made the motion Downtown Advisory Board recommend the leaf/petal design concept as recommended by the Community Character Committee. Joe Dinan seconded. All were in favor.

7th and Main Street Tree Removal – There is a tree grate by Umi that has not been able to support a tree for several years. Currently, a cone is in the grate. This is due to the rain/stormwater that comes into that area we believe. Public Works has recommended removing the tree and filling with concrete. There is a tree across the street, symmetrical to the tree grate (cone) which is not as unhealthy as this location, but still not able to achieve growth like the rest of the street trees. Public Works and landscapers follow the streetscape / landscape plans very closely and do not make changes to plants or trees unless permission is given.

The community character team recommended removing both trees and replacing grates with concrete. They requested public works try to save the tree that is still alive and replant somewhere.

Phil Wilmot made the motion that the Downtown Advisory Board recommend removal of the two tree grates at 7th and Main Street as indicated in the photo and recommended by the Community Character Team. Joe Dinan seconded. All were in favor.

OLD BUSINESS

Streetscape Update – Lew Holloway updated the board on our plan moving forward on communication updates regarding the Streetscape. There will be a 2 week update to let people/ business know what is going to be worked on in those 2 weeks going forward, and further out when allowable. This way the information is given directly to the people invested on a regular basis. Harper had a meeting the other day regarding any updates to their schedule and we have not received further updates from that meeting.

Phil Wilmot requested a report that includes milestones to have a visual as to what is on the horizon. He is also very upset about the lack of communication – he was told that they would have traffic in 2-3 weeks but wish that Harper would provide more detail on the updates. “Bad news is just as helpful as good news”

ADJOURNMENT – Phil Wilmot made the motion to adjourn. The meeting was adjourned at 5:55pm