

AGENDA

A. New Member Introductions

Lorraine Degree

EB Dyer

B. Orientation

Brief introduction into DRB/HPC Roles and Responsibilities



College Town. Lake Town. *Your Town.*

Design Review Board
January 10, 2018

DESIGN REVIEW BOARD ORIENTATION



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PRESENTATION OVERVIEW

DISCUSSION TOPICS

1. Introduction to the Design Review Board and Historic Preservation Commission:

- Role of the Board
- Quasi-judicial Board
- Public Hearings
- Staff Analysis: Findings of Fact/Certificate of Appropriateness

2. Design Review Board:

- Planning Principles
- Planning Ordinance

3. Historic Preservation Commission:

- Design Guidelines
- Historic Districts (Maps)

4. Resources/Links

5. Upcoming Projects

6. Questions?



ROLE OF THE DRB/HPC

The Design Review Board/Historic Preservation Commission shall have the following duties and responsibilities (Chapter 13 of DPO):

1. Review and approve the building schematic design of certain individual buildings in approved plans.
2. Review and approve all signs affixed to a structure in the Local Historic District.
3. Recommend buildings, structures, areas, sites, or objects to be designated by ordinance as historic districts or historic landmarks.
4. Recommend the revocation of the designation of historic district or historic landmark.
5. Grant or deny certificates of appropriateness for buildings and sites in the Local Historic District.
6. Give advice to property owners concerning the treatment of the historical and visual characteristics of their properties.
7. Propose changes in this ordinance, and recommend new ordinances dealing with historical resources of the Town.



ROLE OF THE DRB/HPC

8. Undertake programs of research, information, education, or analysis relating to any matters under its purview.
9. Recommend to the Town and the State structures, sites, objects, or districts worthy of national, state or local recognition.
10. Initiate and participate in negotiations with owners or other parties to find means of preserving historic buildings scheduled for demolition.
11. Conduct public hearings on applications for certificates of appropriateness when the Commission deems that a hearing is necessary.

The Commission is empowered to establish guidelines for approval of minor modifications, and to delegate to the Planning Staff the authority to approve minor modifications. No request for a modification may be denied by Planning Staff.



ROLE OF THE DRB/HPC

There are some key differences between the two roles (DRB vs HPC):

The HPC reviews projects within the Local Historic District (LHD). Purview of review is of both the vertical architectural elements and the horizontal site features. The primary guiding document for review within the LHD is the Historic Design Guidelines.

The DRB reviews certain architecture outside of the LHD; for those projects, the Davidson Planning Ordinance is the guiding document (mainly Chapter 4).

In general, the DRB will review:

- All commercial (storefront, workplace, live/work), institutional and multifamily projects in Davidson's town limits or extraterritorial jurisdiction (ETJ); and
- Outside of the LHD but within the National Register Historic District, the DRB can also review townhomes in addition to the aforementioned architecture.
- Other items as required by the DPO.



QUASI-JUDICIAL

The Design Review Board (DRB) and Historic Preservation Commission (HPC) is a quasi-judicial body.

Quasi-judicial (from Black's Law Dictionary):

The action of public administrative bodies who are **required to investigate facts, hold hearings, and draw conclusions from them**, as a basis for their official action, and to exercise discretion of a judicial nature.

Whenever possible, its **decisions are to be based on the design criteria** set out in the Planning Ordinance/Design Guidelines.

When the design criteria are insufficient by itself to answer adequately all of the design issues associated with a new building, the DRB/HPC may use its judicial discretion to interpret and apply the design criteria. Specific reasoning should be clearly stated in order to avoid precedent.



PUBLIC HEARING

Conflict of Interest

Recusal

Findings of Fact/Certificate of Appropriateness



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CONFLICTS OF INTEREST

Ex-parte Communication

- If a conversation occurs outside of the meeting (applicant, other members of the board, architect, etc.): State everything that can be recalled from the conversation.

Prior fixed opinion

- Decision is to be based upon evidence presented at the meeting.

Familial, business, or other associational relationship/financial interest

- Own stock/contribute to funds that will pay for project
- Yourself/Spouse is part of design team or has a financial interest in a direct or indirect manner

What to do if this happens: Recuse yourself.



STAFF ANALYSIS: FINDINGS OF FACT AND CERTIFICATE OF APPROPRIATENESS

Staff report is created to give you a jumpstart for your findings; it is not meant to be the final product in all cases.

Staff reports are written in a way that does not insert discretion (no recommendation), but the board does have design discretion.

If YOU think that a case does not meet the ordinance standards and/or is not congruous to the local historic district, your reasons for making this decision must be stated clearly so that other members, staff, the applicant and the audience understand clearly. If a case is to be denied, the reasoning should be recorded.

Professional experience vs. opinion.

If conditions are made or if an application is amended during the hearing, this should be stated as a change in facts and part of the HPC and DRB motions.



DESIGN REVIEW BOARD

Planning Principles

Planning Ordinance

PLANNING PRINCIPLES

DAVIDSON PLANNING ORDINANCE PREFACE

1. We must preserve Davidson's **character** and **sense of community**.
2. We must preserve and enhance Davidson's **unique downtown**.
3. We must encourage **alternative** means of **active transportation**.
4. We must use our scarce land resources **wisely**.
5. We must create an environment that fosters **diversity**.
6. We must **manage growth** so the town can provide public facilities and services apace with development.
7. We must **enhance** our quality of life through **architecture and design**.

Davidson is a livable and walkable community because we chose to rigorously manage growth and to require excellent design. To preserve our high quality of life as the town grows, and to ensure a sustainable future for generations, we must apply these planning principles fairly and comprehensively.



PLANNING ORDINANCE

2015 Adopted

Form-Based Code: Character-based; not use-based. Includes architectural elements.

Land Uses and Spatial Relationships: Zoning & Subdivision Ordinances

Vertical Design: Design Standards and Review (Chapter 4)

- Emphasis on compatible and context-sensitive design
- Form, massing and scale
- Range of building types permitted for a variety of uses
- Building height and roof form
- Façade articulation and transparency
- Materials and other architectural details
- Other architectural review as required, per DPO



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HISTORIC PRESERVATION COMMISSION

Design Guidelines

Historic Districts (Maps)



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DESIGN GUIDELINES

2015 Adopted

Local historic district designation is designed to protect and enhance the existing character of Davidson's historic district. The overlay zoning protects the district from unmanaged change through a review process based on established guidelines (Chapter 22).

It offers town staff and historic preservation commission members a basis for evaluating proposed changes within the historic district.

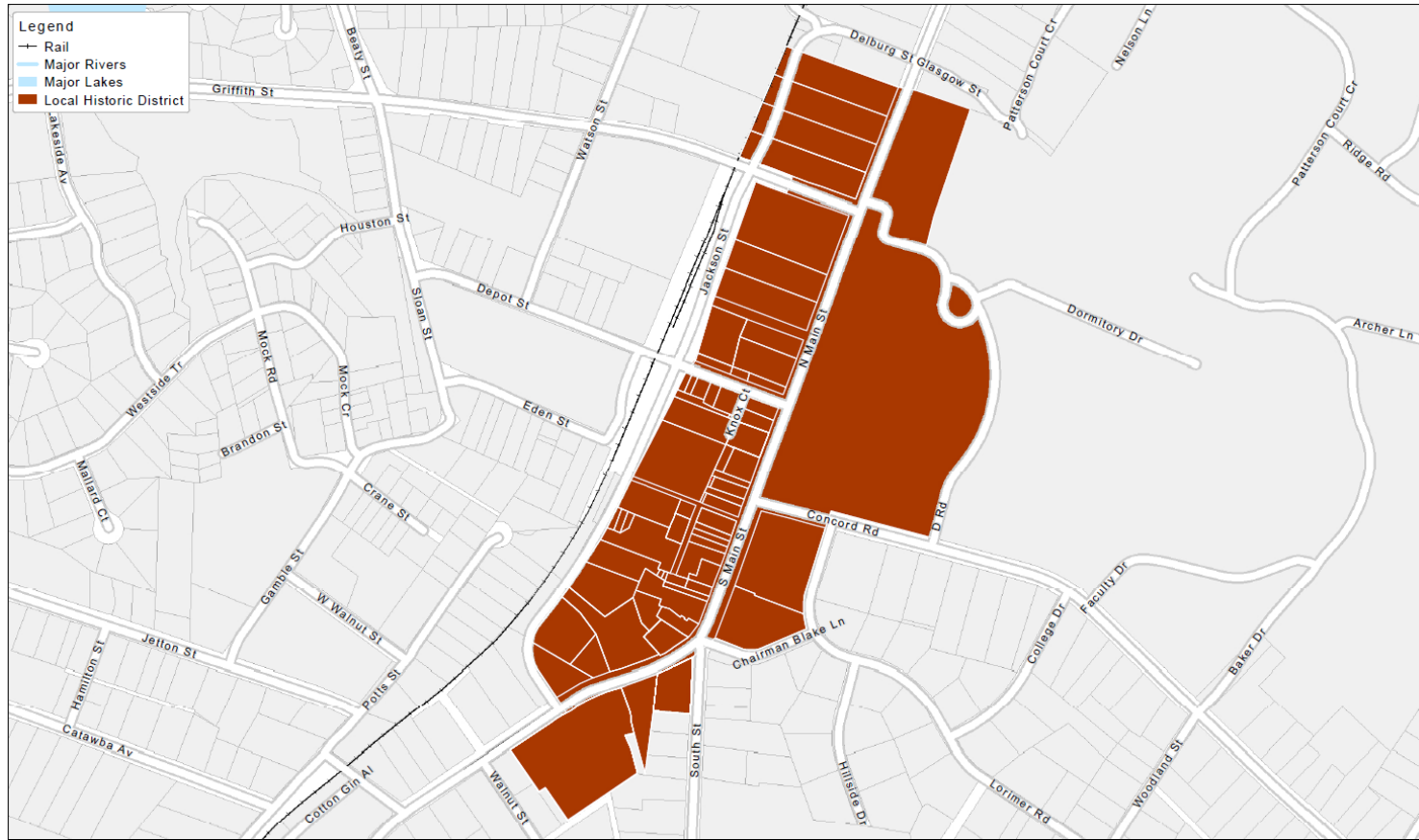
Design Guidelines: On the left hand page, an overview of the specific guideline topic is presented and practical considerations are discussed. On the right hand page, the design guidelines for the specific topic are enumerated.



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LOCAL HISTORIC DISTRICT



Date: 10/28/2015

DATA SOURCE: NC ONE MAP; MECKLENBURG COUNTY, NC;
AND DATA CREATED BY THE TOWN OF DAVIDSON

LOCAL HISTORIC OVERLAY
TOWN OF DAVIDSON

NORTH CAROLINA

1 inch = 280 feet

0 140 280 Feet



This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.



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RESOURCES/LINKS

TOWN OF DAVIDSON +

Planning Ordinance: <http://www.ci.davidson.nc.us/DocumentCenter/View/8499>

Comprehensive Plan: <http://www.townofdavidson.org/340/Davidson-Comprehensive-Plan>

Plans, Reports, & Studies: <http://www.townofdavidson.org/111/Plans-Reports-Studies>

Maps: <http://www.townofdavidson.org/1026/Maps-GIS>

Mecklenburg County/Mapping: Polaris 3G

SHPO: <http://www.hpo.ncdcr.gov/>

Davidson National Register of Historic Places (2009): <http://www.hpo.ncdcr.gov/nr/MK2442.pdf>

Davidson National Register Map (with Local Historic District):

<http://gis.ncdcr.gov/hpoweb/default.htm?center=-8999980,4231950&scale=4514>

CLT Landmarks Commission: <http://cmlandmarkscommission.org/>



UPCOMING PROJECTS

2018

Historic District Design Guidelines: Basic, Minor, Major Work list (for staff approval)

Historic District Boundary Discussion: Potential expansion of current district or creation of additional districts



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HPC MEETINGS

Regular Meeting is typically the 3rd Wednesday of each month

Special Meetings may be called as permitted by the adopted Rules of Procedure

Attendance: 75% of meetings without good cause for absence



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THANK YOU

Thank you for taking the time to volunteer for the Town of Davidson. We appreciate and value your commitment to the Town. We look forward to working with you to continue and improve upon the excellent historic design and planning review of the Historic Preservation Commission and Design Review Board.

Our staff is here to assist you!

Chad Hall: 704-940-9627 office, 704-458-9682 cell

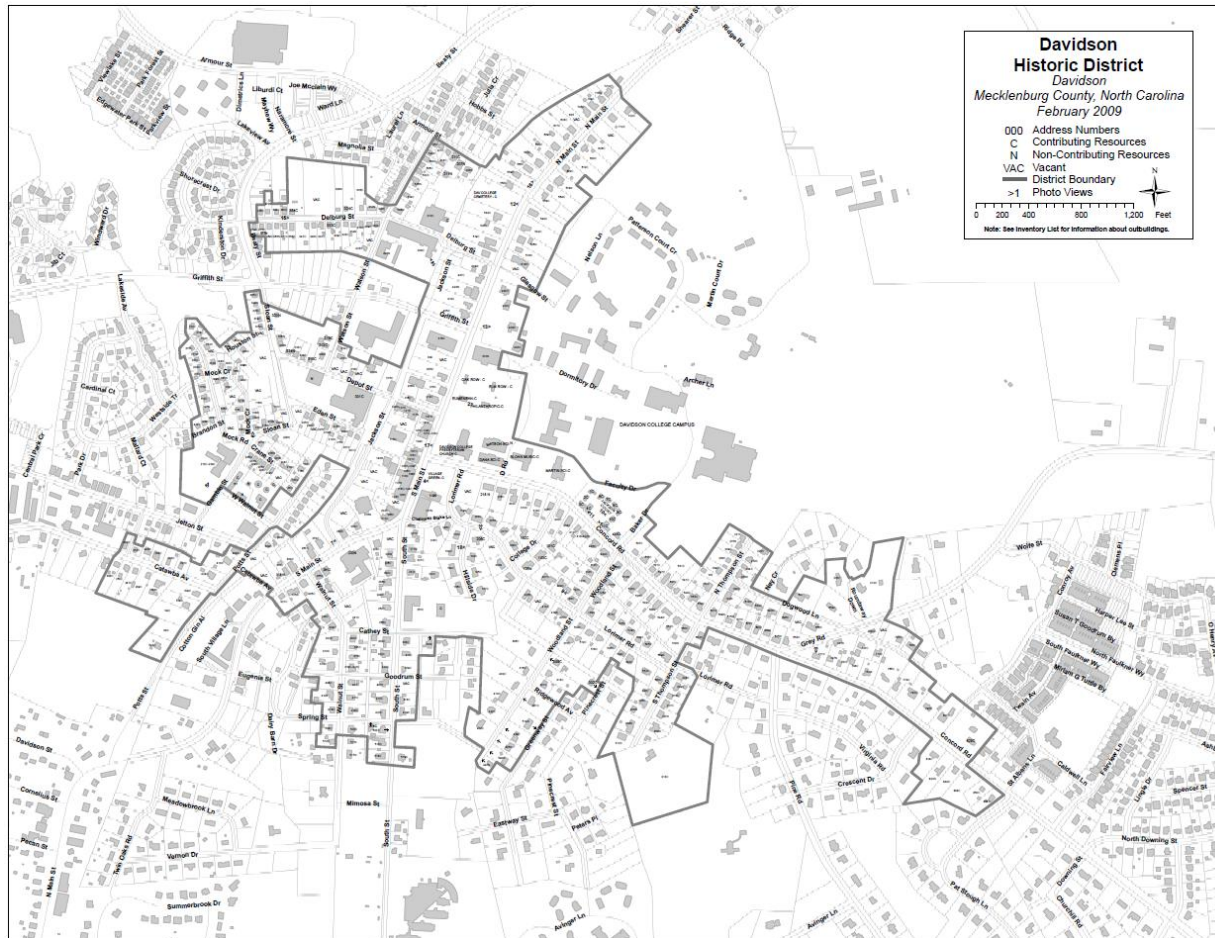


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QUESTIONS

NATIONAL REGISTER OF HISTORIC PLACES DISTRICT



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