

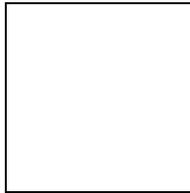
# **TOWN OF ANDREWS DESIGN GUIDELINES**

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**Draft for 2007**

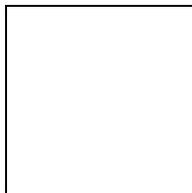
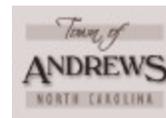


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# INTRODUCTION



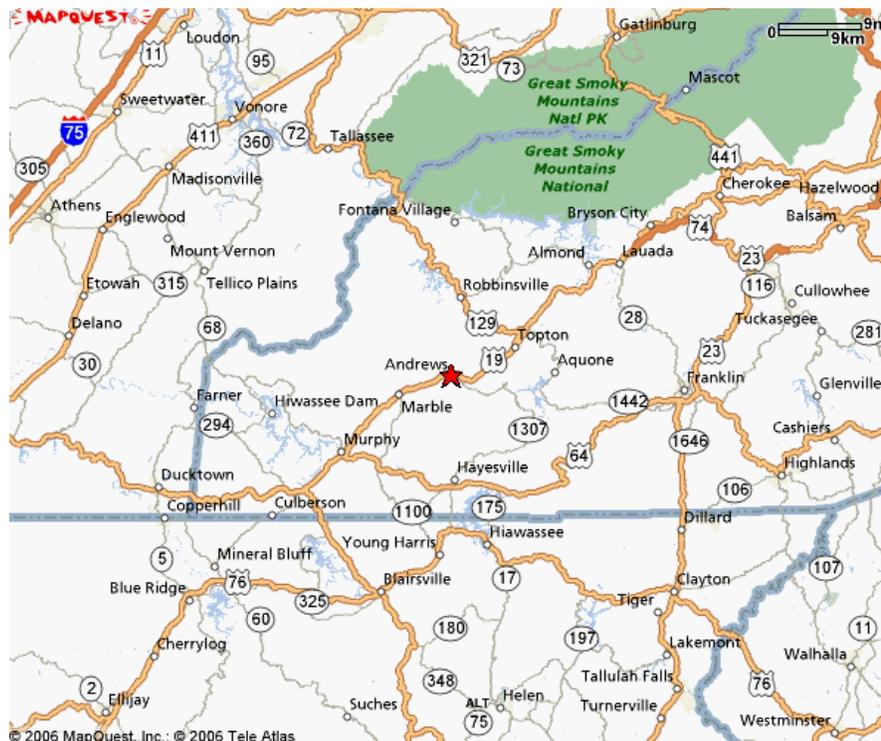
Andrews is a town that values its scenic beauty. It is located in the Great Smokey Mountains of western North Carolina. The Town of Andrews enjoys spectacular views of the mountains, rivers, and the agricultural valley that form the backdrop to the community.

These design guidelines have been developed to address these pressures and to focus public and private actions for the benefit of the community, property owners, and businesses.

## The Setting

The Town of Andrews lies in the western corner of the state of North Carolina. It is located approximately 90 miles southwest of Asheville, 85 miles south of Knoxville and 75 miles east of Chattanooga. Atlanta, the south's fastest growing city in the United States, is 130 miles south of Andrews and is getting closer everyday. Andrews offers a peaceful place to relax away from the hustle and bustle of the city.

The proximity of the airport to the town of Andrews is an important feature for economic development because it allows commuting/visiting from father distances, there by increasing the possibilities of development of the community. In the heart of the Valley River Valley, Andrews offers one many possibilities to explore. A few examples are:



**Hiking** – The Nantahala National Forest offers thousands of miles of trails, from easy to extremely challenging.

**Great Smoky Mountain Railroad** – excursions of varying lengths on one of the most scenic railways in the U.S.

**Whitewater Sports** – world class kayaking, rafting, canoeing or tubing.

**Fishing** – Seven area lakes offer 30,000 acres of water to fish by boat with hundreds of miles of trout streams.

**Cycling and motorcycling** – travel beautiful back road byways on the road and off the road.

**National Forests and Parks** – The magnificent Joyce Kilmer Memorial virgin forest is one of the nation's most impressive remnants of old growth forest. The Cherochala Skyway offers forty three miles of scenic byway across the Unicoi Mountains to Tennessee.

## History

Once a prominent area to Cherokee settlement, the valley (what is now present day Andrews) was settled by pioneers in the 1830's. These settlers gradually spread along the creeks feeding the Valley River areas, one of which became Valley Town. Valley Town increased in importance during the 1850's and eventually by mid-century the area surrounding the present town of Andrews was well settled. As with much of the county, many early architectural landmarks have disappeared. For example, the John Tatham House, said to be the first brick house in the county and located in the north of town, was destroyed in the early 20<sup>th</sup> century. The architectural heritage of the Town of Andrews reflects its agricultural, as well as its industrial background. The event that pulled the area together was the coming of the railroad, marking the first signs of industry. The Kanawha Hardwood Company was established in 1897 and contributed to most of the Town of Andrews' prosperity during the first decades of this century. The Town was finally incorporated in 1905. As the town grew, hotels became necessary and commercial growth reached its apex in the 1920's. By 1914, Main Street became the leading street in commercial development, and by 1924 the Town of Andrews had two solid blocks of commercial enterprises. By the end of the decade the commercial district reached what is close to its present size. Timber resources, which the town's industry relied so much upon, could not bear up such indiscriminate use; however, as a result the Town of Andrews has remained a small town ever since.

## Design Guideline's Purpose

The current town leadership of Andrews is poised to accept the challenges that change will bring. It is in a get ready state of mind. Planning is paramount with quality of life imperatives and an environmentally sustainable economy at the forefront. The laying of fiber optic cable in the Commercial Business (CB) district is but one indicator of the kind clean, safe industry that the town envisions for its future, as well as maintaining its historic, and rural character. It is proud to be a small town in a beautiful valley full of honest, nature-loving citizens.

As development pressures within the downtown and surrounding areas continue to grow, the town leadership decided to develop the standards required in order to address the special and future needs of the community. In addition, it is feared that the potential for a rapid rise in land values and resultant development pressures will begin to threaten the small town character that Andrews currently maintains. These Design Guidelines have been developed with a historical perspective in mind and will be put in place to address these issues.



**The Purpose of these Design Guidelines is to accomplish the following goals:**

1. To maintain a high quality of life and retain the small town character identified by the citizens of the Town of Andrews.
2. To ensure that development in the commercial corridor will result in a dynamic, attractive, environment and will set high-quality design expectations for all future development in the Town of Andrews.
3. To develop a design pattern compatible with adjacent structures by building scale and mass.
4. To preserve existing views and open up potential views to the surrounding ridgelines through solar application and orientation.
5. To identify a street, sidewalk, trail, and bike route circulation plan to accommodate future downtown growth, and the movement of both pedestrian and vehicular traffic.
6. To formulate a parking program to permit a reasonable increment of private development, future flexibility and a high level of visual quality.
7. To establish land use controls appropriate for the downtown and surrounding area.
8. To develop a program for reinforcing the public image of the Town of Andrews.

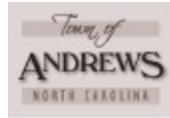
**Who will the guidelines affect?**

For now, the Town of Andrews' design guidelines will apply to properties located in the Single Family and General Residential districts, and the Central Business, Highway Business, and Heavy Commercial and Industrial District. It is anticipated that these districts will be expanded and become more detailed over time. Some of these are older areas where development patterns are established and the adjoining neighborhoods are a part of the design context. Others are newer locations where character is emerging and natural resources will play a large part in the aesthetic integrity. In each case, the character and functional qualities of each area can greatly enhance the community.

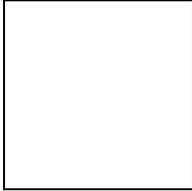


**Districts**

- SF Single Family Residential District
- GR General Residential District
- CB Central Business District
- HB Highway Business District
- HC-I Heavy Commercial and Industrial District



## GOALS AND POLICIES



**Mission Statement:** The town of Andrews has developed this mission statement to direct this town's growth for the future.

To promote the educational, cultural, economic and general welfare of the public through the preservation and restoration of buildings and by creating design standards for the development and growth of the Town of Andrews as a place that is economically viable for its businesses and provides for an exceptional quality of life for its' citizens.

### General

#### Goals:

- (1) To maintain the downtown of Andrews as an economically viable retail and business center.
- (2) To enhance the Town of Andrews, specifically the downtown, as a distinctive retail core for the community.
- (3) To increase the overall residential and commercial density of the Town.

#### Policies:

- (A) The downtown area shall encourage pedestrian friendly mixed use development.\*\*
- (B) The downtown area shall encourage specialty shops and restaurants.
- (C) A focus on building design and quality, environmentally sustainable construction will support the economic development of the Town.
- (D) Affordable housing is encouraged.

\*\* special note: CB district zoning presently does not accommodate mixed use and/or live work environments.

### Signage

#### Goals:

- (1) To develop an effective code that seeks to eliminate visual clutter from public environments, while allowing for and fostering commerce and creative expression
- (2) To communicate an appropriate distinctive commercial identity for individual businesses.
- (3) To reinforce the downtown's unique historic character through the use of signs.

## **Parking**

### Goals:

- (1) To provide adequate downtown parking to support a vital retail base.
- (2) To enhance the historic, small-town character and charm of the town of Andrews through the minimizing the visual appearance of on-street parking.
- (3) To reduce the overall quantity of downtown land devoted to parking by employing joint use of parking facilities.
- (4) To provide flexibility in dealing with future downtown needs.
- (5) To reduce impervious surface and encourage the use of porous materials to maximize permeability.

### Policies:

- (A) The Town shall undertake a prioritized land acquisition program. This program will provide public parking within the downtown in order to minimize the new on-site parking and to encourage pedestrian transit.
- (B) Necessary new on-site parking within the HB, HC, and CB districts shall be located in the rear of buildings on pervious surface.
- (C) Where feasible, existing public and private parking shall be moved from the front of buildings to the rear on pervious surface.
- (D) Consideration shall be given within the Town to reduce the required parking ratios in recognition of the joint use parking spaces.

## **Streetscape**

### Goals:

- (1) To develop an strategic plan that seeks to eliminate visual clutter from public environments,

while allowing for commerce and creative expression

- (2) To communicate an appropriate distinctive commercial identity for individual businesses.
- (3) To reinforce the downtown's unique historic character through the use of signs.

## **Municipal Services**

### Goals:

- (1) Locate utility or mechanical equipment at the rear or sides of a property and screen them with landscaping if visible from the street.
- (2) Use low-profile mechanical units on rooftops that are not visible from the street
- (3) Provide adequate space for utilities. They should not simply be put into "left over" space that abuts the public right-of-way.
- (4) Locate service areas away from major pedestrian routes; typically place them at the rear of a building
- (5) Equipment should have a matte or non-reflective finish and be integrated with the building colors.
- (6) Use landscaping to screen a satellite dish that is mounted on the ground. A satellite dish should not be mounted to the front of a building.
- (7) Locate service areas away from major pedestrian routes; typically place them at the rear of a building
- (8) Dumpsters should be screened from view and located in areas away from major pedestrian routes; best located at rear of building.
- (9) Locate utility lines underground whenever feasible.
- (10) Power lines and cables should be removed from Main Street and either buried or moved onto the rear of the building utility poles.

## **Public Art and Murals**

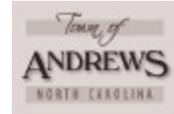
### Goals:

- (1) Locate murals on building walls that are perpendicular to Main Street and/or at intersections.
- (2) Incorporate works of art or other special design features that increase the public enjoyment of the district.
- (3) Public works of art may also include water, seating, planting, decorative architectural elements or plaza space as part of the design.

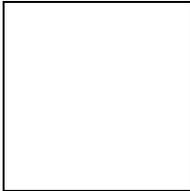
## Accessibility

### Goals:

- (1) Become a universally accessible community.
- (2) Reduce the mobility restrictions in the daily lives of citizens and visitors.



## BUILDING GUIDELINES



### **Building Principles for Individual Districts:**

#### **Single Family Residential (SF):**

Land in this district should be principally used for single family residences, including affordable housing such as, mobile homes which should be properly sited and landscaped. All new construction or additions to structures in the SF Residential district is discouraged from being detrimental to its residential nature and encouraged to maintain architectural elements traditional to the town. Parks, playgrounds, swimming pools, community centers, and other recreational facilities operated on a non-profit basis are encouraged to promote public open space.

#### **General Residential (GR):**

Land in this district should be principally used for residential purposes and a variety of residential uses which exist. The goal of this district is to achieve a higher level of dwelling unit density than in the SF Residential District. The area permits duplexes, multi-family dwellings, rooming and boarding houses, mobile home parks and other high-density residential projects. It is the intention of these regulations to discourage any use which would be detrimental to the residential nature of the district. Like the SF District, public open spaces are encouraged. Mobile home communities should be carefully developed and landscaped with respect to "Section 801 GR Residential District" section (a) in the Town of Andrews Zoning Ordinance.

#### **Central Business (CB):**

This district is designed to provide (a) a concentrated central core of retailing and services, and (b) areas accommodating central administrative, business, financial, general and professional offices and related

activities. The district regulations are designed to promote convenient pedestrian shopping and the stability of retail development by encouraging continuous retail frontage in a concentrated area. The district regulations are designed to accommodate live/work, mixed use residential commercial buildings to encourage a livable, vibrant and safe downtown. Second floor residential units are to be secondary to the main purpose of the commercial building. New structures can be built up to fifty (50) feet high to accommodate a third story.

### **Highway Business (HB):**

The purpose of this district is to provide for commercial activity along major thoroughfares and at other convenient points in the area. Regulations are designed to preserve the traffic carrying capacity of the streets and thoroughfares and to provide sufficient off-street parking. It is not the intent of this district to encourage extensive strip commercial development, but to provide concentrations of general commercial activities. It is encouraged to re-establish the pedestrian character of the Highway Business corridor through careful planning of the relationship of building and parking and the development of shared parking facilities to be located behind future buildings. The re-establishment of a streetscape in this area is of primary importance and should be prominent in redevelopment projects. For this reason retail warehouses requiring more than 30,000 sq.ft. under roof and more than 10,000 sq. ft. of outdoor storage/sales area are allocated to Heavy Commercial and Industrial (HC-1).

### **Heavy Commercial and Industrial (HC-I):**

This district is intended to provide sites for existing and future uses involving manufacturing, storage and warehousing, wholesale trade, and other industrial or heavy commercial use or uses requiring heavy commercial traffic. These uses are, by their nature, not properly associated with residential or lighter commercial districts. Only those uses which meet all applicable local, state and federal environmental standards and which do not create injurious or obnoxious noise, vibrations, smoke, gas, fumes, odor, dust, fire hazards or other objectionable conditions which would be detrimental to the public health, safety and general welfare of the community will be allowed in the HC-L district. Certain light commercial uses necessary to support industrial or heavy commercial uses (such as restaurants) shall also be permitted in this district.

## **Building Volume and Scale**

Volume is the “amount of space occupied in three dimensions.” The intended use of a building may require a relatively large volume of space. This large volume may be compatible with the downtown pedestrian scale if it is broken up into a series of smaller volumes. This can be accomplished by stepping back the upper levels and integrating building projections and recesses into the design.

1. In general, a primary facade plane should not exceed 25 feet in length. If a building exceeds this dimension, provide a jog or articulation in the facade to divide it into subordinate elements that will be less than 15 feet in length each (the articulation should be a minimum of 20% of the facade plane height).
2. Emphasize the different building modules in order to reduce the perceived mass by doing the following:
  - Change material or color with each building module.
  - Change the height of a wall plane or building module. The change in height shall be at least 20% of the vertical height. (vertical articulation)
  - Change roof form to help express the different modules.

- Change the arrangement of windows and other facade articulation features, such as columns or strap work, that divide large wall planes into smaller components
- Use horizontal articulation, such as recessed entryways, overhangs, and awnings.

3. Refer to the Town of Andrews District Ordinance for building dimensional requirements.

Scale is created by the size and proportion of the building elements as they relate to human dimensions and the relative height and mass of surrounding buildings.

1. In order to keep a pedestrian scale in the commercial districts, new building heights should not exceed the three stories. Three story buildings may be considered at the corners of main intersections where deemed appropriate.
2. Architectural significance shall be given to the street level façade.

## Setbacks

A setback is the minimum amount of space required between a lot line and a building line. Setback is an important element in distinguishing the downtown business district from neighboring residential and commercial areas. Commercial buildings in older commercial districts, such as CB, are typically set directly on the front lot line unlike newer commercial development requiring on site parking with the building setback farther from the front property line, like in HB. Limiting the allowed front setback for new construction in HB and B3 will require rear parking and a rear access to the buildings. (CB) New construction shall maintain the existing street level setback of adjacent buildings. Entrances may be set back beyond the front façade provided that structural elements, such as columns, pilasters, etc., align with the street level setbacks of adjacent buildings.

## Materials

1. Materials and textures of new buildings should be compatible with adjacent buildings.
2. Use building materials that help establish a human scale. For example, use brick in a standard module to express a human scale.
3. Use traditional building materials for primary wall surfaces. A minimum of 75% of the surface area of a wall (excluding glass) that is visible from a public way shall be composed of the following:
  - Brick (first choice), stone and wood siding are preferred.
  - Other new materials that convey the texture, scale, matte finish and color, similar to modular masonry materials are also appropriate.
  - Stucco or similar synthetic material that mimics stucco, when it is detailed to express visual interest and convey a sense of human scale is also appropriate. For example, use reveals or scoring lines to create panels to establish a rhythm and texture along a wall, or provide moldings and frame openings that establish shadow lines and visual relief. When using stucco, a tinted earth tone color is preferred. Using these materials on other wall surfaces, including secondary ones, is also encouraged.
4. Synthetic materials, such as aluminum, vinyl and plastic siding, are discouraged.

5. Materials that are highly reflective or that do not convey a human scale are inappropriate as primary building materials. Large expanses of high gloss, shiny metal panels and mirror glass panels, for example, are inappropriate as primary materials.

## **Color / Paint**

1. Building finish colors should help a structure blend with the natural setting and reduce its perceived scale.
2. When developing a color scheme, generally use one base color and only one or two accent colors
3. Use muted colors and earth tones as a base color. (This applies to roof materials as well)
4. Bright colors are appropriate only for accents.
5. A minimum of 75% of the exterior walls seen from a public way should have muted colors.
6. Use matte finishes instead of glossy ones.
7. It is not appropriate to paint unpainted brick and stone, or to paint copper and bronze. When dealing with a previously painted brick building, restore the natural brick finish when possible, or repaint with a color that matches the original masonry as closely as possible.
8. Maintain painted surfaces appropriately.

## **Façade Detail**

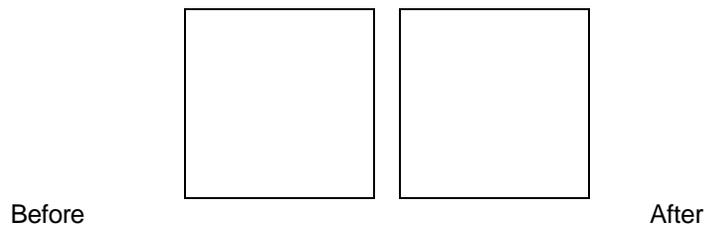
1. Detailing should add relief and shadow patterns to otherwise flat facades.
2. (CB) Preservation—whenever possible, retain and preserve historic storefronts and materials such as entryways, display windows, doors, architectural detail, etc. Whenever repairing or renovating, it is recommended that any non-historic storefront or façade treatments including metal cladding be removed.

### **Reconstruction**

If replacement of a deteriorated storefront or storefront feature is necessary, replace only the deteriorated element to match the original in size, scale, proportion, material, texture and detail. When reconstructing a historic storefront, base the design on historical research and evidence. Maintain the original proportions, dimensions and architectural elements.

### **New Design**

Where original or early storefronts no longer exist or are too deteriorated to save, retain the commercial character of the building through contemporary design which is compatible with the scale, design, materials, color, and texture of the historic buildings.



## Windows and Doors

1. Establish a pattern and rhythm on exterior walls to establish a human scale.
  - Windows, columns, and other architectural treatments used repeatedly can create this effect.
  - Recess these elements, even if slightly, and articulate them with headers, sills, columns, and/or mullions.
2. The primary entrance to a building shall have a human scale. Provide a one-story element at the building entrance to help establish this sense of scale.
3. The use of reflective or highly tinted glass is discouraged.
4. It is not appropriate to fill in existing window or door openings or to replace or cover them with plywood.
5. Keep new windows and doors compatible with existing units in proportion, shape, positioning, location, size, materials, and details.
6. Transparent windows and doors shall constitute at least one half of the first floor façade.

## Roofs

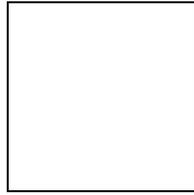
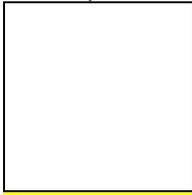
1. Any free-standing building over 1,000 square feet must have a minimum roof pitch of 5:12.
2. All mechanical and utility equipment to be located on the roof shall be set back and/or screened so that the equipment is not visible from the adjacent street.
3. All roof forms shall have no less than two of the following features:
  - A flat roof with parapet
  - A cornice or molding to define the top of a parapet
  - Overhanging eaves
  - Sloping roofs with a minimum pitch of 5:12
  - Multiple roof planes



## Awnings

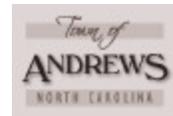
Fabric awnings or horizontal rigid canopies were used historically on commercial buildings to provide shelter and sun protection. Awnings can create a unifying pattern when repeated along the block and can provide an opportunity for signage. The use of awnings is strongly encouraged in the Town of Andrews commercial corridors.

1. Awnings should fit into the frame of the window, door, or storefront without obscuring important details. Awnings should fit the shape of the window.
2. Awnings should not span several buildings.
3. Internally lit awnings are inappropriate and should be avoided.
4. Use traditional sloped awnings; don't use crown, umbrella, bubble, or domed awnings.
5. Fabric awnings are preferred, although metal awnings may be appropriate if the style is historically accurate. Don't use plastic, vinyl, or aluminum awnings.
6. Keep upper story awnings proportional to the size of the windows.
7. Operable fabric awnings should be rolled up during winter storms and cleaned regularly to protect and extend the life of the material.
8. The preferred colors for the Town of Andrews' awnings are burgundy, hunter green, and black. White and gold may be used as trim and accent colors. Striped awnings are also appropriate as long as they follow the preferred color schemes.

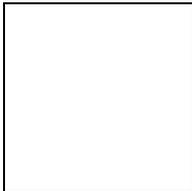


Inappropriate/Dilapidated Awnings

Appropriate Awnings



## SIGNAGE GUIDELINES



A distinctive and uniform public information signage program should be developed for the downtown area. Public Information Signage (PIS) directs the way to public facilities (parking, restrooms, city hall, etc.) and announces entry points in a clear and concise manner. PIS in the downtown area (CB) should be frequent, consistent and uniform in size. Uncontrolled signage creates visual clutter and hinders understanding of the environment.

Signs should be employed to identify uses of structures and offer public information. They should not be used for advertising. The size and character of the sign should be appropriate to the type of business it is identifying. Size of lettering should also be appropriate to its use, whether to catch the eye of the passing motorist or a strolling window shopper.

## General guidelines:

- (1) Signs shall be compatible with the building in size, scale, style, material, and graphics.
- (2) The building address should be painted above the door with consistent style and color, or displayed on the vertical awning fringe.
- (3) Signs should not obscure display windows.
- (4) Each establishment is limited to three signs which announce the establishment's name or purpose. (Additional signs displaying hours of operation or daily specials, for example, are allowed on a much smaller scale than other signs.)
- (5) (CB) Preserve historic signs, where they exist. A sign should not obscure or compete with architectural details of an historic building facade. The location of new signs on commercial buildings should conform to the appropriate placement of signs on historic buildings. Attach storefront signs in a manner, which does not cause damage or major alteration to the historical elements of a building. Where new sign construction is to be created, it should support the historic character of the district.



The following types of signs may be allowed in any district.:

- (1) Any sign not exceeding two (2) square feet in area and bearing only property numbers, names of occupants, or business and professional signs.
- (2) Temporary real estate signs, such as "For Sale" or "For Rent" signs, not exceeding four (4) square feet in area and non-illuminated may be placed on the premises. An exception will be made for tracts of land, outside the CB district, that are at least one acre, on which 4 ft. x4 ft. will be allowed; or 4 ft. x 8ft. will be allowed for tracts of two acres or more.
- (3) Directional or informational signs of a public or quasi-public nature, not exceeding twenty-five (25) square feet in area, such as a community's name, place of worship, meeting place of a civic body, or event or public interest.
- (4) Signs for churches or public buildings to include bulletin boards, lighted or unlighted, not exceeding fifteen (15) square feet in area. Such signs must be placed on the premises and may not be placed closer than fifteen (15) feet to the property line.
- (5) Signs advertising agricultural products for sale, which were produced on the premises, may not exceed thirty-two (32) square feet in area.
- (6) Legal notices, identification, informational, or directional signs required by governmental bodies.
- (7) Signs directing and guiding traffic to parking areas on private property, but bearing no advertising matter.
- (8) Signs temporarily attached or temporarily painted to a window, door, or wall announcing sales or special features, are permitted, provided they do not exceed fifty percent (50%) of the area of said window, or door, and shall not exceed a maximum of 25.sq.ft. Temporary signs shall be removed, immediately after the termination of such sale or special feature and shall not exceed 30 days.

- (9) Other outdoor advertising devices including, but not limited to, plaques, banners, pennants, streamers, posters, are permitted for a period of not more than 30 days after the opening of a new business.
- (10) Political campaign signs should be removed one week after the election.

### Sign Location.

- (1) No sign shall project more than twenty-four (24) inches from the face of a structure and not more than twelve (12) inches beyond any street line, and it shall be at least eight (8) feet above the level of any walkway it may overhang.
- (2) No sign except those erected for governmental purposes shall be permitted on any public right-of-way.

### Height of Signs.

- (1) Ground signs, including supports, shall not exceed a height of eight (8) feet in a residential district, or twelve (12) feet in a business district, or eighteen (18) feet in an industrial district, above the surface of the ground where located.
- (2) No sign attached to a structure shall project more than two (2) feet over the top of the exterior wall of such structure at location of the sign.

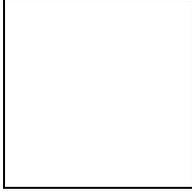
### Illuminated and Moving Signs.

- (1) A sign may be illuminated if illumination is confined to or directed to the surface of the sign. No flashing, rotating, or intermittent illumination shall be permitted except signs indicating time and/or temperature by means of white, intermittent lighting.
- (2) No sign or any part thereof shall be permitted to be mechanically rotated or moved except traditional signs of barbershops.
- (3) The light source of signs shall be so designed and shielded that they cannot be seen from beyond the property lines on which said sign is located, except that signs with exposed neon tubes shall be permitted in all commercial and industrial districts, unless deemed inappropriate by the Zoning Administrator and/or Town Manager's office.

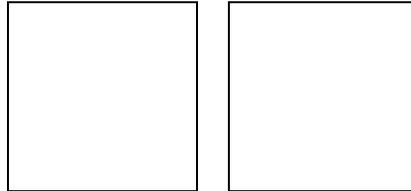
### Maximum Sign Area.

- (1) Business Identification Signs. A maximum of two (2) square feet of business identification sign for a maximum of 25 sq. ft. shall be permitted only in the CB, HB, and HC-I use districts.
- (2) Advertising Signs. Advertising signs shall be limited to one per lot, and shall be no larger than fifty (50) square feet in area and shall be permitted only in the HB and HC-I use districts.

## **Appropriate Sign Types:**



- A monument or pole mounted sign should not exceed the maximum sign height in the CB, HC, and HB districts
- A flush mounted wall sign (should be in a historically appropriate location or lined up with signage on adjacent buildings).
- A window sign (painted on the glass or hung just inside the window).
- A projecting sign, mounted perpendicular to the building front.
  - Encouraged in the CB district because this is the easiest sign for a pedestrian to read.
  - It should be located near the business entrance between the sidewalk surface and bottom of the sign.
  - A hanging sign should provide enough clearance between the sidewalk surface and the bottom of the sign for pedestrians to comfortably pass by.
- Awning and canopy signs.
- Sandwich board signs (as long as 75% of the sidewalk remains unobstructed).
- A directory sign -- Where several businesses share a building, group and coordinate the signs. Use similar forms and backgrounds for the signs to tie them together visually and make them easier to read.



### **Central Business and Highway Business Districts**

The Central Business District consists of private commercial buildings located closer to the heart of the town while the Highway Business District may lie closer to the edges of the town, closest to highway access. Signage in the Central Business District should correspond to pedestrian traffic by being easy to see/read, physically unobtrusive, and related to the pedestrian scale. Size of signs must meet the requirements as set forth in this ordinance; however, there are no color guidelines. The number of colors on a sign should be kept to a minimum, allowing only enough colors to reflect the business logo. Signs serve the functions of attracting attention and conveying essential business information. If well designed, a building front alone can serve the attention-getting function, allowing the sign to be focused on conveying information in an appropriate, well-conceived manner.

### **Single Family and General Residential Districts**

The Single Family and General Residential Districts correspond more to families and homes, so signs in these areas should be compatible with a residential setting. They should be aesthetically pleasing and fitting with the area/neighborhood. They should also not be too large (maximum height eight (8) feet, to take away from the residential feel of the area. Signage in these districts should relate to the CB and HB districts. Customary incidental home occupations shall be allowed provided that there is no external evidence of the business other than a small sign that should be a maximum of four (4) square foot in area, non-illuminated, mounted flat against the wall of the principal building and no further occupation shall be conducted in accessory buildings.

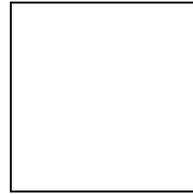
## **Heavy Commercial-Industrial District**

Signage in this district should also relate to the CB and HB Districts. The HC-I District is oriented towards commercial development and contains some residential buildings. Although the building scale in the HC-I district is much larger than that of the other districts, oversized signage is never appropriate. Signage should be fitting with the town scheme (color, size, etc.) even though it is distanced from the heart of the city. Subdued signage is appropriate for a scenic town, such as Andrews. The impact of size, color, and illumination of signs should be reduced to help the town as a whole to preserve its historic, scenic nature.

### **Inappropriate sign types:**

- Billboards and banners
- Hand written signs
- Mobile signs with removable letters
- Internally lit plastic signs
- Animated signs, except time and temperature
- Any sign that visually overpowers the building or obscures significant views or architectural features

Inappropriate signage : Due to size and internal lighting



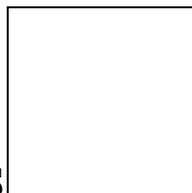
### **Sign materials:**

- Sign materials should be compatible with that of the building facade.
- Permanent, durable materials are encouraged
- Highly reflective materials that will be difficult to read are inappropriate.
- Neon signs may be used provided they are used in an appropriate manner and approved by the Zoning Administrator and /or the Town Manager's office.

### **Sign Lighting:**

- Internally lit signs are discouraged.
- Use indirect lighting to light and highlight signs.
- Light should be directed at the sign from an external, shielded lamp. (Goose neck style is preferred).
- A warm natural light is appropriate, halogen or florescent lighting is discouraged
- Light should not shine directly in the eyes of drivers or pedestrians.

## **PARKING GUIDELINES**



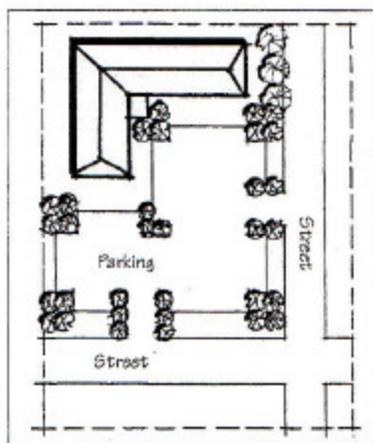
## Mission Statement:

To provide safe, attractive, economical and adequate parking for downtown businesses and special events.

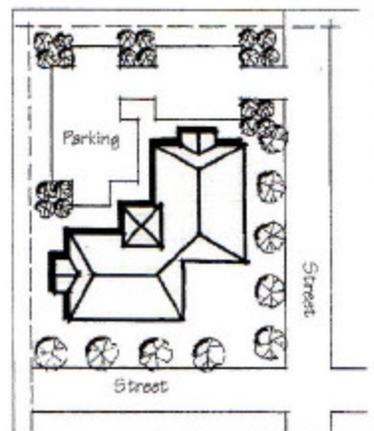
Safety should be our first consideration for all parking areas. All federal, state and local regulations should be followed. All parking lots should have good lighting and be pedestrian friendly.

The appearance should compliment the downtown theme. Trees and vegetation should be incorporated into the design of parking lots. Unattractive walls etc. should be camouflaged by vegetation or art. Economical parking should be a priority of the town government and local business owners. Private parking lots should be used to accommodate special events and local festivals. The cost of parking should be kept to a minimum if or when a charge is necessary. Inexpensive and accessible parking convey a welcome message to our visitors. Town government should be encouraged to acquire property for sufficient public parking.

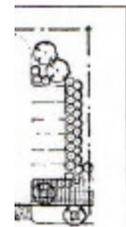
The goal of parking is to enhance the visual impact that the new Town of Andrews will provide for its residents and visitors by avoiding large expanses of parking areas in and around business districts. The use of on-street and shared parking arrangements should be considered when and where appropriate. Parking should provide easy access to the businesses they serve while being well screened and appropriately set apart from store fronts, street view, and pedestrian circulation. Pervious parking surfaces are preferred wherever possible. Where not possible, storm water runoff controls should be provided in an environmentally safe manner.



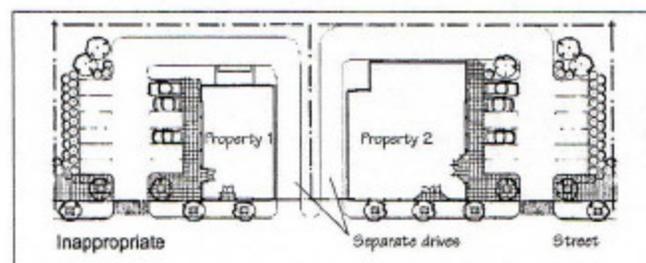
*Inappropriate: Locating parking in front, especially at a corner site*



*Appropriate: Locating a building at the corner, with parking behind*

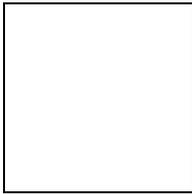


1. Parking lot should be designed so it will provide efficient vehicular circulation and safe pedestrian circulation within the site, while minimizing the visual impacts of cars.



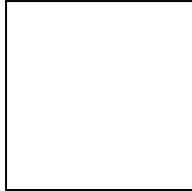
*Inappropriate* Provide cross-property easements to share driveways and reduce the need for add-

2. A single parking area shall not exceed one acre in size. If the total parking area of a project exceeds one acre, it shall be divided into a series of separate lots.
3. Where a parking lot abuts a public sidewalk, a visual buffer in the form of a landscape strip or planter shall be provided to minimize the visual impact of the parking area. Buffers in the form of landscaped planting strips, planting mounds or shrubs a minimum of 4' in height are most desirable.
4. Expansive parking areas should be broken up with wide landscape buffers (a minimum of 10'), island pop outs, textured paving materials, and plant materials to minimize the perceived scale of the total field of stalls. Trees should be placed to provide a lush overhead canopy and solar control.
5. Provide cross-property easements to share driveways and reduce the need for additional curb cuts, when feasible.
6. Plant materials should accent and define entries.
7. Locate all or most parking in the back and side yards of buildings so the architectural edge and street rhythm will not be disrupted, and the impact of the automobile will be lessened.
8. Some on-street parking spaces shall be eliminated to allow for street tree pop outs. This ensures that the sidewalk stays as wide as possible while providing street shade for and visual buffer from the vehicles parked there.



9. Lighting should be included in the design of all parking lots. The scale and style of chosen fixtures should be consistent with the downtown scheme. Low intensity lighting is recommended. Lighting in HB & HC-1 districts should be comprehensive and inclusive of the entire area. Traffic flows should segregate commercial and non-commercial traffic where possible.
10. Parking areas shall always be designed in ways that allow for active use of the sidewalk at all times.
11. When pedestrian parking must face the street, provide pedestrian circulation thru with special paving and gathering spots.

# STREETSCAPE GUIDELINES



The Town of Andrews shall derive much of its charm from its semi-rural character, the small scale of its older buildings, the quality of its newer buildings, and of course, the surrounding Great Smokey Mountains. The goal of the streetscape guidelines is to create a pedestrian friendly atmosphere in the town, where people in the community enjoy gathering and visitors are drawn to spend more time.

The following section of guidelines will help create a durable, safe, and attractive streetscape that is meant to:

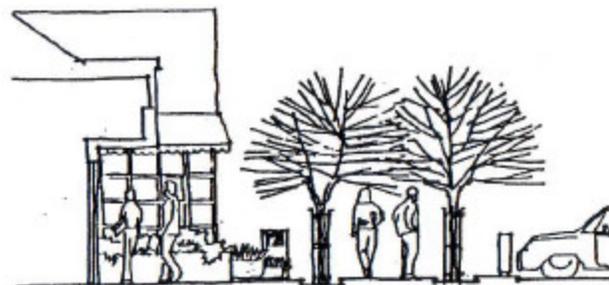
- withstand the test of time
- celebrate the Town of Andrews' unique heritage and distinctive neighborhoods
- reinforce a sense of place and economic vitality
- promote visual continuity of quality streetscape components throughout the town
- enhance desirable destinations for visiting, working, playing and living

The streetscape will address the following elements: site design; landscape plantings; site furnishings; site lightings; fences, walls, and sidewalks.

## Site Design

Existing zero lot line zoning and minimal building setback requirements from the street edge have resulted in an intimate pedestrian scale along the street and a strong architecturally defined edge on either side. Future development should continue on this scale with variations explained below regarding building orientation, shared, pedestrian friendly alley space, building to sidewalk entrances, and user friendly site circulation.

1. Minimal building setback and second lot line zoning should dictate the location of parking to the back of the site or preferably, to nearby public parking lots allowing for enhanced site design better view from the road.
2. Design interest should be offered to draw the pedestrian into the building through outdoor uses. Well designed outdoor uses. Well designed outdoor



*partial deep setbacks allow for entry nodes and for sidewalk widening*



*well designed outdoor spaces encourage activity*  
*shared alley space allows for pedestrian*

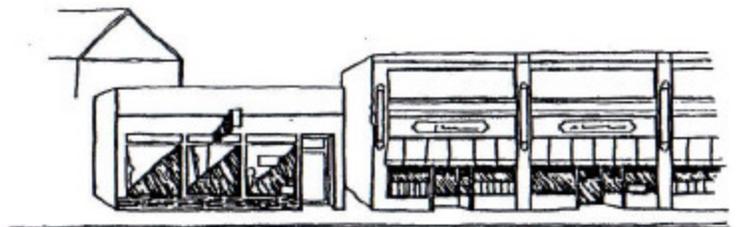
spaces look inviting and encourage activity.

3. Note solar orientation when siting building entries and nodes. South facing entries with sitting areas are more desirable to attract pedestrian users.
4. By articulating the line of the façade, outdoor spaces should be created for gathering, socializing, and people watching.
5. Corner buildings should orient the main street with the principle entry at the corner.
6. Partial deep setbacks are encouraged to allow for sidewalk widening and entry nodes while continuing defining street edges. Downtown streets and sidewalks need to be reconfigured for proper storm water drainage and pedestrian safety.
7. Shared entry alleys with adjacent property are encouraged to allow for pedestrian penetrations from parking located behind shops.

## Landscape Plantings

Plantings in the landscape create visual interest and give the appearance of a place that is cared for and kept up with. Landscape plantings are useful in screening unwanted views and enhancing desirable views. Plantings provide an intimate atmosphere within the circulation of a site by their canopies, framing qualities, and visual barriers.

1. Landscaped areas shall consist of planting material that are compatible with and appropriate for the town environment and relatively free from pests and disease; native plants are preferred.
2. Selection of plant materials should be based on year-round interest (deciduous color, spring flower, fruits, and branching patterns) as well as form, texture, shape, and ultimate growth. Choose plant materials of a size that will produce the desired effect within a reasonable period of time.
3. Existing parks, trees and other landscaped areas should be protected from intrusive development.
4. Plantings shall be used to screen parking lots, loading areas, and major utility structures. They are also to be used to emphasize vehicular entrances.
5. No artificial planting materials, such as plastic, fabric, etc. should be used on the exterior of a structure nor incorporated into the landscaping around structures.
6. Plantings which obstruct the view of historic structures or important building details shall be avoided.



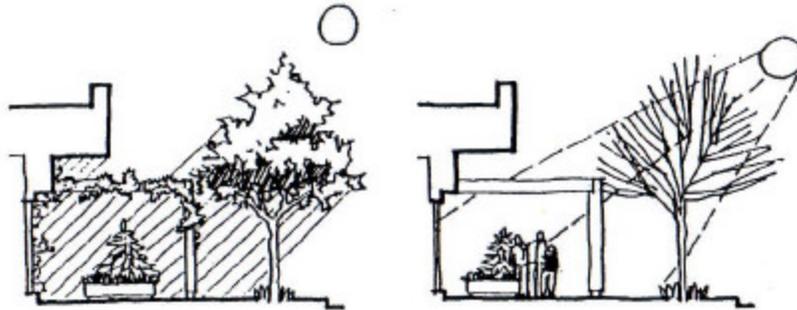
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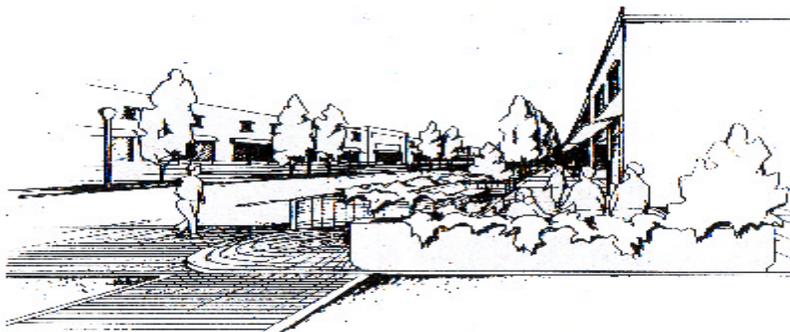
after

street trees unify and define street edge

7. Avoid plants which create a potential hazard or obstacle for pedestrians, such as thorns, falling fruit, and low branching trees over sidewalks.
8. Select plants of the appropriate size for the intended use. Sensible initial plant choices will eliminate the need for high maintenance or replacement when the plant outgrows the space.
9. Landscaping incorporated into the building design is encouraged i.e., trellises, arbors, and planters.
10. Use plant materials to accent building entries and define outdoor eating areas, as well as movement paths between parking and building entries.
11. Canopies shall be used to enhance the pedestrian shopping experience and create an enjoyable view for vehicular traffic.
12. Benches and planters shall be installed at enlarged sidewalk locations to create a more pleasurable pedestrian environment.
13. Use plant materials to soften the hard lines or large volume of structures.



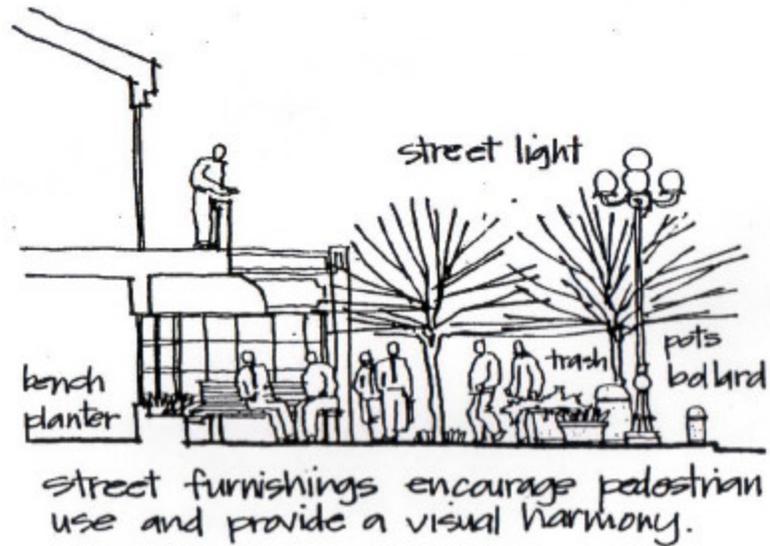
14. Utilize deciduous trees on southern and western exposures to screen summer sun yet permit winter light. Shade trees can substantially reduce summer gains.
15. Use evergreen trees to block winter winds and decrease heat loss. This is an especially important consideration in parking lots.
16. Different tree species at street corners give definition to selected cross streets, and pedestrian penetrations, while calling attention to pedestrian crossings.
17. The Town of Andrews, the Downtown Merchants Association and other interested parties should enter to an agreement concerning shared responsibilities as to the care, maintenance and replacement of plant materials.



## Site Furnishings

Site furnishings include benches, planters, and other sculpture. Site furnishings shall be used to enhance user experience by providing rest, visual interest, and direction. Site furnishings are another element which will invite people into the site space.

1. Street furnishings should be used to encourage pedestrian use while providing comfort, convenience, and visual interest to commercial areas.
2. Cluster site furnishings such as pots, trash containers and benches wherever possible.
3. Accent penetrations, alley ways, and entries with site furnishings.
4. Use Consistent site furnishings throughout the Downtown district.
5. An agreement shall be reached between all parties as to the shared responsibilities for site furnishings.

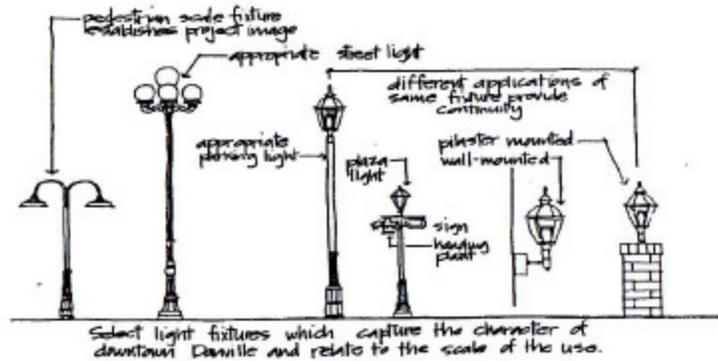


## Site Lighting

Site lighting should serve functional, safety, and aesthetic purposes and be incorporated into the development scheme.

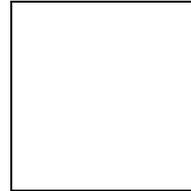
1. Night lighting of buildings should be done in a selective fashion: highlight special recognizable features; keynote repeated features; or use the play of light and shadow to articulate façade. Avoid overall lighting which results in a prison yard look. As a rule of thumb, one foot candle per square foot is adequate.
2. Lighting systems should be energy efficient. Do not overlight. Base the lighting system on the amount of light actually required by users and viewers.
3. Location of light fixtures should respond to anticipated use. Lighting for pedestrian movement should illuminate changes in grade, path intersections, seating areas, and any other areas along a path which left unlit would cause the user to feel insecure.
4. No lights should blink, flash, or change intensity.
5. Lighting should not intrude on adjacent property or glare into drivers' eyes.

6. Fixtures should be placed so that light patterns overlap at a height of seven feet, which is sufficiently high to illuminate a person's body vertically. Where low-level lighting (below 5 feet) is used, fixtures should be placed so that they do not produce glare. Average eye level height for wheelchairs is 3'8" and 5'6" for standing adults.
7. Light standard heights should be prepared to the lighting need of the use; parking and road: 15-30 feet high; walkway and mall: 10-15 feet high; planting areas: uplights or lowlights 3 feet high.
8. Shatterproof coverings are recommended for low-level lighting where there is danger of breakage.
9. The style of light fixtures and their location should be compatible with the architectural and landscape design.



## Fences, Walls, and Sidewalks

1. Use fences, gates and walls in addition to landscaping to appropriately screen parking lots, loading areas, trash receptacles and utility structures.
2. Design fences to be compatible with and integral to the buildings they serve.
3. Use appropriate materials for fences and walls such as stone, brick, iron and wood.
4. Avoid chain link, basket weave, and other incompatible fence types and styles.
5. Sidewalks shall be widened at intersections to give pedestrians shorter crossings and create appealing corners.
6. Bricks and other materials shall be used to texture the sidewalks and define functions.
7. Corner buildings should orient to the main street with the principal entry at the corner.
8. Partial deep setbacks are encouraged to allow for sidewalk widening and entry nodes while defining street edges.
9. Shared entry alleys with adjacent property are encouraged to allow for pedestrian penetrations from parking located behind shops, to the main sidewalk and shop fronts.
10. By articulating the line of the façade, outdoor spaces should be created for gathering, socializing, and people watching.



## CIRCULATION SYSTEM GUIDELINES

Downtown Andrews today is a mixture of narrow intersections and semi-rural roadways. Traffic over the past several years has substantially increased on a street system designed to accommodate limited additional traffic.

### **Pedestrian Circulation**

Much of the charm and future retail potential for downtown Andrews is related to the central pedestrian scale and ease of parking in one location for shopping at several stores. This plan incorporates a strong pedestrian circulation system that relates each of the districts mentioned earlier and includes parking areas, community facilities, and employment centers.

Areas designated as major elements of the pedestrian circulation system will be treated in special ways to improve their visual quality and level of pedestrian amenities. In addition, efforts will be made to reduce conflicts between pedestrians and vehicles by creating sidewalk extensions and improving crosswalks.

Interior courtyards connected to main pedestrian areas will be encouraged to enhance the visual interest of downtown, allow for small retail businesses and reinforce retail areas by encouraging local citizens and visitors to walk past the shops.

### **Bicycle Circulation**

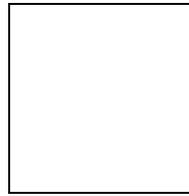
Bicycle paths and parking areas shall be provided along the main pedestrian circulation paths. Bike ways and plans to integrate the bicycle system with the pedestrian and automotive systems will be developed. The bike ways can create attraction for visitors and create opportunities for economic development.

### **Trail Systems and Greenways**

The trail and greenway system is a network of public open spaces and recreational trails which provide for activities such as walking, jogging, hiking, bird watching, nature study, fishing, picnicking and outdoor fun. The trails connect many of Andrews parks and in many cases provide a compliment to the recreational activities at the parks. Many of the town's major ecological features can be experienced in their natural state along the greenway. A major goal of the Greenway Program is to establish a network of interconnected trails.



## ART IN PUBLIC PLACES GUIDELINES



1. Select strategic locations for public art to provide a sense of place for pedestrians, passengers, and drivers of Main Street.
2. Locate murals on building walls that are perpendicular to Main Street and/or at intersections.
3. Incorporate works of art or other special design features that increase the public enjoyment of the District.
4. Public works of art may also include water, seating, planting, decorative architectural elements or plaza space as part of the design.
5. Develop a community public art master plan.

### Criteria for Artwork:

Criteria to be used when considering acquisition of artwork by purchase, commission or donation shall include, but not be limited to the following:

- Inherent Artistic Quality: The assessed aesthetic merit of the piece as a work of art, independent of other considerations.
- Context: Works of art must be compatible in scale, material, form, and content with their surroundings. Consideration should be given to the architectural, historical, geographical and social/cultural context of the site.
- Media: All forms of visual art may be considered. Works may either be portable or permanently attached.
- Permanence: Due consideration shall be given to the structural and surface soundness, and to inherent resistance to theft, vandalism and weathering.
- Ability to Maintain and/or Insure: Significant consideration shall be given to the cost and amount of ongoing maintenance and/or repair anticipated, and to the Town's ability to provide adequate maintenance.
- Public Safety and Accessibility: Each work shall be evaluated to ensure that it does not present a hazard to public safety and complies with all applicable building codes and accessibility requirements.
- Diversity: The (Arts Commission) is committed to acquiring art works that are reflective of diverse cultural communities and perspectives. To that end, the (Commission) shall actively seek artwork from artists of diverse racial, sexual, and cultural identities. The program shall also strive for diversity in style, scale, media and numbers of artists represented. There shall be encouragement of exploratory types of work as well as established art forms.

- Feasibility: Proposed objects shall be evaluated relative to their feasibility and convincing evidence of the artist's ability to successfully complete the work as proposed. Factors to be considered include, but are not limited to: project budget, timeline, artist's experience, soundness of materials, town approval requirements, and level of community support.
- Duplication: To assure that the artwork will not be duplicated, the artist will be asked to warrant that the work is unique and an edition of one unless stated to the contrary in the contract.

### Site Criteria:

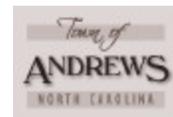
Prior to selecting a site for public art, whether purchased or commissioned, the (Visual Arts Committee), together with the (Selection Committee) shall take into consideration the following factors:

- Visibility and public access
- Public Safety
- Interior and Exterior traffic patterns
- Relationship of proposed artwork to existing or future architectural features, natural features and urban design.
- Function of the facility
- Facility users and surrounding community and interaction of users and community members with proposed artwork
- Future development plans for area
- Overall program goal or concept
- Landscape design
- Relationship of proposed artwork to existing art works within the site vicinity
- Environmental impact
- Public accessibility of the artwork
- Social context of artwork (intended use of the work, if any)

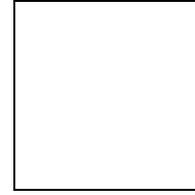
### To Potential Artists:

In order for a work of art to be considered for installation in the Town of Andrews, it should:

- be "accessible" physically and intellectually
- tie to the history of the Town of Andrews or tell a story significant to the Town of Andrews
- if possible, should be created by a local source
- be considered as part of a collection or the Town of Andrews art program, not a single piece
- be visible, but not interfere with pedestrian circulation or create a traffic hazard
- be made of durable, weatherproof materials
- be crafted, not "sharp"
- be designed to avoid physical hazards to the public who come in contact with it
- avoid locating any free-standing vertical pieces within the area designated for performing arts functions



# 74 CORRIDOR MANAGEMENT GUIDELINES



## Open Space Resources

Andrews and the Valley River Valley have an abundance of open space – forest, fields, farmland, waterways and floodplain. Very little of this character-defining landscape can be considered permanent open space except Forest Service land. It exists today because development pressures have not been great enough, or lucrative enough, to cause owners to develop the land. The town and for that matter, Cherokee County, cannot rely on the fact that future owners will view the land as a resource to be protected rather than a commodity to be developed. Town land use regulations can strive to minimize the impact of future development, protect critical resources and create an open space network by creating its own land preservation program and aggressively annexing.

Protecting and retaining the rural character of Andrews and the Valley River Valley means preserving the natural landscape that creates the rural atmosphere. Since so much of the landscape is in private ownership, the threat of development hangs heavy. The town needs to regulate development activity through zoning, and design standards, including open space set-asides. In order for a regulatory process to be put in place properly, the community needs to identify and prioritize the areas that are critical, character-defining resources. The 500 year and more importantly the 100 year floodplains of the Valley River and its tributaries should be a priority and primary factor in considering areas for conservation. These critical remaining open spaces primarily support the agricultural base of the community. Keeping this floodplain and viewshed of Highway 74 as green open space is critical to the scenic nature of the valley. This watershed should remain as an agricultural open space and continue to function as a floodplain. This functionality is essential to the health of the natural ecosystems of the area.

The town Council needs to begin by forming a Andrews Valley Conservation Commission (AVCC) to create an open space strategic plan based on the philosophy, that as Andrews continues to grow, open spaces should be provided and preserved and woven into the fabric of the town. The purpose is to obtain a balance and harmony between physical development and open space. The Commission should define open space: land for passive and active recreation, wildlife enhancement, protection of ground and surface water quality, protection of scenic views and vistas and farming, as examples. It should begin the process of identifying parcels containing critical natural resources and historic landscape elements and the mapping of key properties onto an Open Space Plan Map (OSPM). It should develop an evaluation and ranking system under which properties will be prioritized as the basis for a directed annexation and acquisition strategy, including identification of preservation methods for each proposed area.

Many mechanisms can be put in place by the town of Andrews for preserving open land. Outright fee simple purchase, conservation easements in favor of the town, purchase of development rights, and the instigation of use assessment, all have their place in an aggressive open space acquisition and preservation program. Land use assessments are not in themselves permanent solutions, the cost to the town of land taxed under open space, farm, or forest designations is small, no expensive service being required, and the value of the viewshed preserved by landowners not being pressured by market value assessments is priceless.

### **The following are action items for immediate consideration by the AVCC:**

1. Contact owners of land containing character-defining features and key roles in contributing to the Town's rural character to discuss land preservation options and develop preservation plans.

2. Educate landowners on resource-based development planning; enlist their commitment to this development philosophy and preservation of critical areas.
3. Establish a dedicated open space fund for the purchase of open space lands or high priority area.
4. Prepare and distribute educational materials on selective view clearing as opposed to clear-cutting.
5. Create regulations for subdivisions of four or more lots that include trails and greenways in subdivision layout and multiple uses of utility easements to provide connections to trails and greenways.
6. Identify open space areas, particularly riparian and floodplain, where development is inappropriate because of potential degradation of natural and /or cultural resources.
7. Establish that town-owned open space now or in the future appropriate for agricultural use should be leased out and utilized consistent with historical uses on the site.

## Cultural Resources

Until a more comprehensive study can be put in place, it is evident that Andrews and the Valley River Valley have a number of cultural resources that can be categorized as general assets:

1. Historical settlements, some of which are clustered presenting the potential of forming districts, but the majority of which are simple scattered individual examples of Andrews heritage.
2. Gateway points and roadways that not only provide for local access and serve as conduits for commuter traffic, but set the rural character by providing edge-of-forest screening along traveled roads and serving as observation points of the cultural landscape.
3. The Andrews and Valley River Valley's 100-year floodplain and other sensitive zones of natural resources have the potential for evidence of prehistoric and Native American occupation. These areas warrant careful consideration for potential development impacts.
4. The Town and Valley's integrated landscapes and viewsheds are perhaps its most important cultural assets to preserve but are the hardest to protect. These resources represent the historic fabric of the community.
5. Not always recognized as assets are special interest areas such as historic cemeteries, remnants of buildings and abandoned wagon trails.

The town and valley land has been used and reshaped by successive generations of residents who have created the cultural landscape before us today. As the current stewards of the land, residents now face the challenge of balancing development with the preservation of the areas distinctive character.

### **Success will result from recognizing the following:**

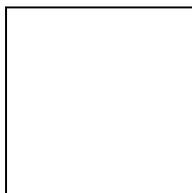
1. The Town Council should formalize and promulgate the design guidelines contained in this report and embrace the qualitative development philosophy herein contained.
2. The Town Council should initiate and/or amend/modify local regulations appropriate to articulate and enforce these guidelines.
3. The Town Council should initiate and/or amend/modify subdivision and zoning regulations that incorporate the conservative-based design provisions articulated herein.
4. The Town Council should immediately form the PAB and AVCC and then seek grants and budget local funds for studies by professionals to help advise and implement the work needed to be done, particularly by the PAB and AVCC.

## **Watershed and Flood Plain Protection**

**100 Year Flood Plain Defined:** From the Department of Community and Economic Development.

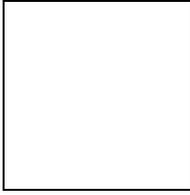
“An area of land that would be inundated by a flood having a 1-percent chance of occurring in any given year – also referred to as the base or 100-year flood. “

The flood plain should be left green and have the ability to be flooded. The action of water on the land and interaction of water with vegetation produce floodplains which differ appreciably from one another and from uplands in their soils, drainage systems and vegetation. Valleys could potentially be dangerous in the event of large-scale flooding and cause massive damage to both homes and commercial building. Because of this, the most appropriate use for the flood plain would be for agricultural purposes.

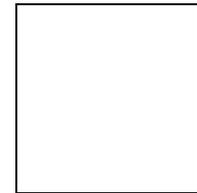


**In view of this, the following actions items are recommended:**

1. The Town Council should initiate and/or amend/modify regulations that exclude uses in the flood plain that may have a significant adverse impact on the riverine system. Structures which impose a potential downstream hazard and/or negatively affect the flood water storage capacity of the flood plain should be prohibited.
2. The Town Council should initiate and/or amend/modify regulations that pose a significant threat to water quality within the Valley River Valley.
3. The Town Council should initiate and/or amend/modify regulations that prohibit land uses that present hazards to the Valley River Valley aquifer, its surface and groundwater tributaries, and preserve in quality and quantity the inland wetlands and watercourse resources within the Andrews/Valley River Valley area.
4. The Town Council should initiate and/or amend/modify regulations that provide to obtain easements in the favor of the Town for public access along the Great Smokey Mountain Railroad railway bed for trails and river walk systems.
5. The Town Council should initiate and/or amend/modify regulations that provide to obtain easements in favor of the Town for public access along appropriate areas of the Valley River for trails and river walk systems, including provisions for maintenance and protection of private property and the protection of natural habitat areas.
6. The Town Council should initiate and/or amend/modify regulations that develop a monitoring and reporting system for septic tank systems that may be located within the Andrews/Valley River Valley flood plain, watershed or aquifer areas.



*The shaded area could be affected in the event of a flood.*

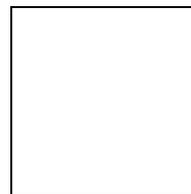


## **CLUSTER DEVELOPMENT GUIDELINES**

Until a formal study can be taken to establish detailed guidelines concerning cluster development and other forms of density intensification, the following is suggested as an action item.

Considerable public benefit can be achieved through the creation of a process that allows potential developers to openly communicate their intentions and development concepts to a local Planning Advisory Board (PAB) well in advance of preparing plans and specifications. Introducing an optional sketch plan provision as part of development regulation would allow the applicant an opportunity to gauge potential conflicts. At the same time, the PAB would have a mechanism to communicate the town's mission and goals to preserve town character. The latter would be spelled out in a series of objectives which preface submission requirements. By assuming a proactive position with the developer while maintaining clearly understood performance standards, the PAB eliminates the cycle of "guessing – reacting." Clearly stated development and design standards eliminate the applicant's guesses and places the PAB in a stronger position to guide development appropriate to Andrews' character.

The result would be a letter of appropriateness that would delineate any recommendations that would be passed on to the Town Council when formally considering the applicants formal presentation with full plans.



## **ACCESSIBILITY GUIDELINES**

**The guidelines introduced herein should not prevent or inhibit compliance with accessibility law.**

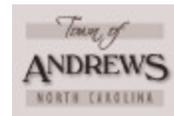
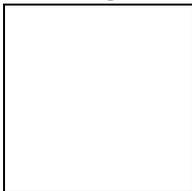
A goal for the Town of Andrews is to become universally accessible as a community. The implementation of this goal will provide many benefits to the citizens of the Town, as well as to visitors. Making the entire town accessible will encourage the development of accommodations for visitors with disabilities, as well as reduce mobility restrictions in the daily lives of everyone. Removing mobility restrictions will improve opportunities for economic development. More information on this topic can be accessed at <http://www.ncsu.edu/www/ncsu/design/sod5/cud/> .

6. All new construction shall comply with accessibility laws.
7. Owners of historic properties should comply with the fullest extent, while also preserving the integrity and character of their building's features. Historic properties are distinguished by features, materials, spaces, and spatial relationships that contribute to their historic character. Often these elements, such as steep terrain, monumental steps, narrow or heavy doors, decorative ornamental hardware, and narrow pathways and corridors, pose barriers to persons with disabilities, particularly to wheelchair users.
8. Special provisions for historic buildings exist in the law that allows some alternative solutions in meeting ADA standards that should be considered. For example, some building owners have created accessible entrances for use by everyone at the side of an historic building, or have placed ramps within interior spaces so as not to interfere with historic storefront.
9. Consult the State Historic Preservation Office (see town staff for contact information) for more information regarding compliance or alternative solutions in meeting ADA standards.

A three-step approach is recommended to identify and implement accessibility modifications that will protect the integrity and historic character of historic properties:

- A) Review the historical significance of the property and identify character-defining features
- B) Assess the property's existing and required level of accessibility
- C) Evaluate accessibility options within a preservation context.

## Design Review



The town of Andrews Planning Review Board serves the public both as an administrator for the districts and as a facilitator to people who own properties in these areas. It provides assistance to owners and tenants; helps them plan future property alterations; and guides owners through the application process necessary to implement these changes.

The Review Board consists of five (5) members appointed by the Town Council for staggered three-year terms. A majority of the Review Board members must be qualified by special interest, knowledge, or training in such fields as history and/or architecture. Also, all members of the Review Board must live within the Town of Andrews' planning jurisdiction, and at least one member of the Review Board must either reside or own property in one of the districts.

The Review Board has several powers and responsibilities, including recommending to the town council the designation or removal of historic district overlay zoning; granting requests for proposed changes within the historic district; conducting educational programs on historic preservation and new building design; cooperating with state, federal, and local governments, in pursuance of its responsibilities; and conducting meeting or hearings which are necessary to carry out these purposes.

## **The Review Process**

The districts are not created to prevent change. The Town of Andrews Planning Review Board offers assistance to the property owner in shaping changes while meeting the requirements of the Town Code. The Town Code provides for a process that ensures that property changes are within the intent and the character of the districts. In this special design review process, plans are examined before work is begun. The process does not require property owners to make changes to their properties, and it does not apply to interior alterations or routine maintenance that does not affect exterior appearance. However, any exterior alterations, new construction, demolition, significant landscape changes, or moving of buildings is considered. In the case of demolition the Town Code provides for a delay of up to one (1) year during which alternatives to demolition can be explored.

An important purpose of the Town of Andrews Planning Review Board is to assist and consult with property owners about proposed changes to properties in the districts. In the early planning stages of a project, property owners should call the Town of Andrews Planning Review Board staff with any questions or concerns. The staff can assist by interpreting the Town Code, suggesting solutions to problems, and explaining the review process. Furthermore, staff can make on-site consultations and provide technical assistance in solving related problems.

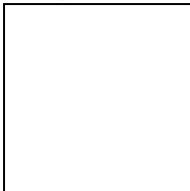
## **Process for Approval**

Property owners, real estate agents, developers, tenants and architects should use these design guidelines when beginning new construction or renovations in the CB, HC, HB, SF, and GR districts. The applicant should refer to these guidelines from the onset to avoid planning efforts that may later prove to be inappropriate.

The Review Board will consider each application on a case-by-case basis to determine if an adequate number of the relevant guidelines have been met. Currently, there is no set number of guidelines that must be met to gain approval. In making its determination, the Board's overall concerns are that the proposed work complies with the criteria in the Town of Andrews' ordinance (UDO?) and that the integrity of the Town of Andrews' character is preserved. The design guidelines provide an objective basis for ensuring that these goals will be achieved.



## **Regulatory Framework Strategy**



In most communities, property owners must review a number of different ordinances to determine what is allowed and required. The implementation strategy includes the preparation of a new document known as the Downtown Development Ordinance. This document will provide in a single source all of the information necessary for a property or business owner to prepare and submit them for Town approval.

As part of this regulatory process, a new sign ordinance will be prepared for the downtown area for the purposes of enhancing its character and reinforcing its marketing image.

The Downtown Development Ordinance will include the following:

- A. Zoning and Land Use Information
- B. Development Standards
- C. Parking Requirements and Standards
- D. Sign Standards
- E. Development Fees
- F. Application and Permit Procedures