TOWN OF BOONE
COMMUNITY APPEARANCE COMMISSION
MEETING MINUTES
TUESDAY, MARCH 23, 2021 5:30 P.M.

COMMISSION MEMBERS PRESENT:	Chairperson Brian Williams and Vice-Chairperson Sarah Davis Cagle
TOWN COUNCIL LIASION MEMBERS PRESENT:	Sam Furgiuele
STUDENT MEMBER:	
STAFF MEMBERS PRESENT:	Jane Shook, Director of Planning and Inspections, Brian Johnson, Matt McGregor, P & I Dept. Intern and Marlene Crosby, Board Secretary

CALL TO ORDER

Chairperson Williams called to order the meeting of the Boone Community Appearance Commission, held in the Planning and Inspections Department – Upstairs Conference Room located at 680 W. King Street on Tuesday, March 23, 2021 at 5:40 p.m.

Discussion ensued on scheduling a Special Community Appearance Commission meeting. Ms. Jane Shook, Director of Planning and Inspections explained that because there was not a quorum for this meeting, she asked the CAC about a date and time to schedule a Special CAC meeting via WebEx, a video conferencing software. It was the consensus of the CAC members to schedule the said meeting on Wednesday, March 31, 2021 at 5:30 p.m. Ms. Shook said that the Planning Staff will inform the CAC members that were absent at this meeting about the date and time of the Special CAC meeting.

ROOFTOP ADDITIONS

Discussion ensued on rooftop amenities in the Downtown Area. Ms. Shook talked about rooftop amenities being in high demand and she mentioned the Horton Hotel as an example of a rooftop amenity. She pointed out to the CAC that it is important for the Planning Staff to be able to enforce any proposed regulations that they make for rooftop amenities.

Chairperson Williams referred to meeting packet page 17 and the photo on the left side of the page. He talked about the possibility of adding on to a rooftop for this size of building and that the addition would not be obtrusive. Mr. Brian Johnson, Urban Design Specialist pointed out that for compatible treatments that the walls on either side also help to reduce the impact of the addition and allow it to blend in with the adjacent rooflines. Ms. Shook said if there were a historic district in place, a process would be followed on any proposed additions. She pointed out that the areas for the CAC to review for proposed regulations are outside the historic district.

Discussion ensued on rooftop additions in the Interface Area. She asked the CAC if they care about rooftop additions in the Interface Area. Chairperson Williams said he thought it would depend on the historic nature of the property. Ms. Shook pointed out that there might be additional districts added in the future to the Town and rooftop amenities might need to be considered for the buildings in those areas.

Chairperson Williams asked about getting a link to the story map journal for the Downtown area. Ms. Shook said she could send out the PowerPoint Presentation that the Planning Staff has that contains the story map journal information. Chairperson Williams said with the information in the story map journal he can review the historic buildings in the Interface Area to see if there are any issues with rooftop amenities. He said, if there are a significant number of issues with rooftop amenities, the CAC might need to discuss the preservation of the historic nature of those historic buildings, especially, since the Interface Area is outside

of the COA process for the review of those buildings. Council Liaison Furgiuele noted that in the Interface Area, you would be able to see the addition of a rooftop amenity just about anywhere the building is located.

Council Liaison Furgiuele talked about setbacks, screening and landscaping standards and the triggering of transitional zones and noted that currently these type zones are triggered by use.

Council Liaison Furgiuele and Chairperson Williams agreed that aesthetically there may not be an issue with a rooftop amenity but the impact of a use might be an issue.

Chairperson Williams suggested discussing any buildings that are outside of the Historic Preservation Commission's district at the Special CAC meeting.

Ms. Shook reiterated that the Planning Staff would email to the CAC a list of the topics that were discussed at this meeting as well as a copy of the Downtown Projects PowerPoint Presentation.

OTHER MATTERS BY BOARD MEMBERS OR STAFF

There were no other topics discussed at this meeting.

ADJOURNMENT

Chairperson Williams adjourned the meeting at 6:22 p.m.

Brian Williams, Chairperson

Marlene Crosby, Board Secretary

National Park Service
U.S. Department of the Interior

Technical Preservation Services

ITS
NUMBER 36

Interpreting
The Secretary of the Interior's Standards for Rehabilitation

Subject: Rooftop Additions

Applicable Standards:

2. Retention of Historic Character
5. Preservation of Distinctive Features, Finishes, and Craftsmanship
9. Compatible New Additions/Alterations

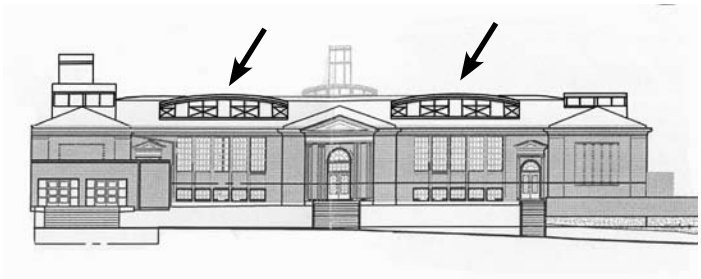
Issue: The Secretary of the Interior's Standards for Rehabilitation allow the construction of new additions if they do not destroy significant fabric, and if their design is compatible with the size, scale, color, material, and character of the property and the historic district if applicable. However, not all historic buildings can be enlarged in a manner that is consistent with the Standards, whether for reasons of size, siting, or location within a district. With regard to rooftop additions, the Guidelines for Rehabilitating Historic Buildings recommend that new rooftop additions be designed so that they are inconspicuous from the public right-of-way, are set back from the primary elevation of the building, and do not damage character-defining features of the historic building. Rooftop additions are almost never appropriate for buildings that are less than four stories high. Generally, rooftop additions should not be more than one story in height, and are more compatible on buildings that are adjacent to taller buildings or dense urban environments. Rooftop additions that do not meet these principles generally will not meet the Standards.

Application 1 (*Incompatible treatment*): A school built in 1923, and expanded in later years, was proposed to be rehabilitated for continued educational use as a community resource center, a housing complex for senior citizens, a day school, and a boarding school. The building was less than three stories, sat prominently on the street and was visible on all elevations. Under the initial proposal, boarding students would live in the historically unoccupied attic of the original, 1923, portion of the school.

The school prior to rehabilitation.

Proposed rooftop additions to school building.

Because the attic lacked adequate headroom, dormers were proposed for the visible front and side elevations. The Stan-



A drawing of the proposed dormers shows the impact this construction would have had on the physical fabric and the historic character of the building.

dards call for additions to be differentiated as new elements. The proposed dormers were very large and out-of-scale with the historic building, featuring an arched profile and contemporary windows that contrasted strongly with the relatively traditional and subdued materials and design of the Colonial Revival structure. In addition, the dormers would not only impose a new form upon the roof, but would also require substantial alteration of the physical fabric of the roof itself. For these reasons, the proposal did not meet the Standards.

This early twentieth century apartment building was actually constructed as two buildings of harmonious but slightly different design.

Application 2 (*Compatible treatment*): A rooftop addition was proposed for a four-story apartment building that was being rehabilitated for continued residential use. The building was constructed in 1914 in a simply articulated, Classical Revival style with a slightly-raised limestone base, a brick facade, beltcourses, and some decoratively-carved keystones on the first floor. It is capped by a simple but prominent dentilled cornice. This building is one of several large apartment buildings located in a primarily small scale, single-family residential neighborhood. It is surrounded on both sides and across the street by two to two-and-one-half story rowhouses, and therefore is highly visible within the district. For this reason alone, it might appear that the addition of any more height to this building would not meet the Standards.

New rooftop addition and stairtower visible on the south elevation.

However, a new floor was added that is only minimally visible on the non-significant side elevations and is imperceptible from directly across the street. Setting the new floor into the flat roof plane lowered the profile of the addition to the height of a half story. The slanted front edge further minimized the appearance of the addition and concealed integral skylights. The mass blended with the solid, unadorned side walls of the historic building. This rooftop addition does not impact the historic character of the building and is in conformance with the Standards.

New rooftop addition and stairtower visible on the secondary north elevation, meets the Standards, and is compatible with the historic building.

These bulletins are issued to explain preservation project decisions made by the U.S. Department of the Interior. The resulting determinations, based on the **Secretary of the Interior's Standards for Rehabilitation**, are not necessarily applicable beyond the unique facts and circumstances of each particular case.

National Park Service
U.S. Department of the Interior

Technical Preservation Services

ITS
NUMBER 47

Interpreting
The Secretary of the Interior's Standards for Rehabilitation

Subject: Rooftop Additions on Mid-Size Historic Buildings

Applicable Standards:

2. Retention of Historic Character
5. Preservation of Distinctive Features, Finishes, and Craftsmanship
9. Compatible New Additions/Alterations

Issue: The roofline is often an important character-defining feature of a historic building. A large cornice, tall tower, or a projecting dormer can identify a building in the skyline. Even a simple roofline defines a building's character. Accordingly, rooftop additions proposed as part of a rehabilitation project must be carefully designed in order to preserve the building's historic character. Although a rooftop addition is not appropriate for all historic buildings, under certain circumstances a compatible rooftop addition may be constructed that meets the Secretary of the Interior's Standards for Rehabilitation. A successful rooftop addition does not significantly impact the character of the historic building. It is subordinate to the historic building in size and design, and compatible with its massing, scale, materials and features. It must be set far enough back from the primary elevation(s) of the building — usually at least one bay, so that it is not highly visible from the public right-of-way. In most cases, rooftop additions should not be more than one story and, generally, they are not appropriate for buildings consisting of three stories or less.

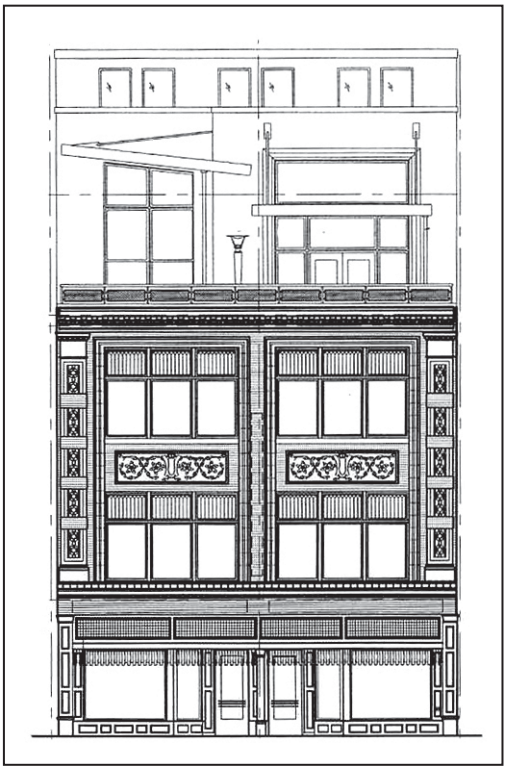
Mid-19th century commercial building with rooftop addition as it appeared after rehabilitation (center).

Application 1 (*Compatible treatment*): The rehabilitation of this mid-19th century commercial building included a rooftop addition as part of the project. Though the building is only four stories in height, this rooftop addition is compatible with its historic character. It is set back substantially—almost halfway from the front façade and, thus, it is minimally visible from the public street and from within the district. High party walls on either side also help to reduce the impact of the addition and allow it to blend in with the adjacent rooflines. This rooftop addition does not detract from the historic character of the building and, therefore, meets the Standards.

Three-story commercial building prior to rehabilitation.

Application 2 (*Incompatible treatment*): This three-story commercial building, originally constructed in 1847 but greatly altered in 1907, underwent rehabilitation for mixed commercial, office, and residential use. The rehabilitation included a substantial new rooftop addition.

Contrary to National Park Service guidance which states that rooftop additions should be limited to one story and are rarely acceptable for low-rise buildings, this addition rises a full story and a half above the roof. The prominent cornice, an important character-defining feature of the primary elevation of the historic building, is overwhelmed and greatly diminished by the new rooftop addition. Not only is the addition barely set back from the front of the building, its asymmetric, modernist design further detracts from the character of the building's classically-styled façade. The rooftop addition competes for attention with the historic building and it is also out of character with the surrounding district. This rooftop addition is not compatible with the historic character of the building and, therefore, does not meet the Standards.



Drawing of front elevation with proposed rooftop addition.

Three -story commercial building showing rooftop addition under construction.

Liz Creveling, Technical Preservation Services, National Park Service

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