



Historic Preservation Commission

Regular Meeting

<http://www.townofboone.net/>

~ Agenda ~

Jane Shook
828-268-6960

Tuesday, January 7, 2025

3:00 PM Planning and Inspections Conference Room

The public may attend the meeting in-person at the Planning and Inspections Conference Room at 680 West King Street, Suite C, or online via WebEx (a video conferencing software).

To participate using WebEx, either online or by phone, please email Planning and Inspections at planning@townofboone.net or call 828-268-6960, and you will be provided with an email invitation to the meeting. All requests for an invitation must be submitted no later than one hour before the meeting is scheduled to begin.

I. Call to Order

II. Adoption of Agenda

III. Approval of Meeting Minutes

December 3, 2024 HPC Advisory Meeting Minutes

December 10, 2024 HPC Quasi-Judicial Meeting Minutes

IV. Approval of Written Decision

Written Decision - A24-0698 Professional Office Group - COA

V. Stoneman's Raid Interpretative Panel - Discussion with Drew Gruber (Civil War Trails)

Revised Documents Sent for CWT Preliminary Review Discussed at December 3, 2024 Advisory Meeting

VI. HPC Work Plan

HPC Work Plan

VII. Staff Updates

Statement of Conformity Report

Statement of Conformity Report (as of December 2024)

VIII. HPC Member Updates

IX. Other Discussion

X. Adjournment

**TOWN OF BOONE
HISTORIC PRESERVATION COMMISSION
ADVISORY MEETING MINUTES
December 3, 2024, 3:00 p.m.
Planning & Inspections Department & WebEx Video Conferencing**

Historic Preservation Commission Members in Attendance: Vardell Smyth-Chair, Bettie Bond-Vice-Chair, and Ayden Basinger

Council Liaison: Virginia Roseman (absent)

Town Staff in Attendance: Jessica Mitchell-Advanced Planning Specialist (via WebEx), Brandon Wise-Deputy Director of Planning & Inspections, and Brenda Henson-Board Clerk

Call to Order

Chair Smyth called the Boone Historic Preservation Commission meeting held in the Planning & Inspections Conference Room at 680 West King Street and via WebEx to order at 3:01 p.m.

Adoption of Agenda

Commission Member Basinger made a motion, seconded by Vice-Chair Bond, to adopt the agenda as presented.

Vote: Aye – 3
Nay – 0

The motion passed.

Approval of Minutes

Commission Member Basinger made a motion, seconded by Vice-Chair Bond, to approve the November 5, 2024 advisory meeting minutes as written.

Vote: Aye – 3
Nay – 0

The motion passed.

Public Comment

There was no public comment.

Stoneman's Raid Interpretative Panel Update

Ms. Mitchell provided a brief recap of the discussion at the last advisory meeting for Stoneman's Raid. She noted that Drew Gruber, Executive Director of the Civil War Trails (CWT) program, had requested the addition of a quote and a revised sketch map that focused more on Boone and not the surrounding area.

Discussion ensued regarding selecting a quote, and the HPC recommended the following from military official records, which were presented in the last advisory meeting packet:

Major-General Thomas:

"We arrived here this a.m., the Twelfth Kentucky in the advance, captured the place, killing 9, capturing 62 home guards..."

Geo. Stoneman, Major-General, Commanding

Communication: December 3, 2024 HPC Advisory Meeting Minutes (Approval of Meeting Minutes)

Chair Smyth stated that the wording on the panel would need to change based on using the quote. He suggested that the second paragraph of the final draft panel text be revised as follows:

The Union forces surprised the Confederate Home Guard assembled at the James W. Councill House, which stood directly in front of you. The home Guard fired on the advancing Union forces, who returned fire. Many Home Guard fled toward Howard's Knob and the conflict ended quickly. ~~Two Home Guard were killed, five injured, and 68 taken prisoner.~~ General Stoneman's forces, including at least 13 Union loyalists from Watauga and surrounding counties, reported no casualties.

Chair Smyth felt that the last paragraph of the panel text should be removed because it did not directly relate to Stoneman's Raid. The referenced text reads:

Three Union soldiers of the 3rd NC Mounted Infantry who died from disease are buried at the Boone Cemetery, half a mile southeast.

Ms. Mitchell stated that the Town Council expressed an interest in keeping this text in the panel during the Council's review of the draft text.

Chair Smyth stated that the current panel text left out interesting information about what happened in the 48 hours after Stoneman's forces rode into Boone. He suggested the possibility of creating an additional plaque or panel that would provide more information regarding the aftermath of the raid. Ms. Mitchell replied that the topic of an additional plaque might be placed on the HPC's 2025 Work Plan for the Town Council's direction.

It was noted that there were no names mentioned in the panel text of prominent townsfolk who were killed in the raid. After some discussion, it was agreed that citing names could become problematic.

HPC members discussed the sketch map. Chair Smyth stated that there were not many notable areas in Boone to cite on a revised sketch map (revised sketch map following CWT suggestion). Ms. Mitchell suggested using an image of the previously discussed Wiser map instead of trying to revise the sketch map. HPC members agreed that using the Wiser map image would be a suitable replacement for the proposed sketch map.

Ms. Mitchell summarized the changes as follows:

- Replace sketch map with Wiser map image
- Remove sentence from 2nd paragraph of draft panel text
- Submit quote from the original records by Stoneman
- Suggest to CWT the HPC's comment to remove the last paragraph of panel text referring to the Boone Cemetery

Staff Updates

Statement of Conformity Report

Ms. Mitchell stated there were no new applications for Statements of Conformity in November.

Howard Street Project

Ms. Mitchell stated that the Town Council had selected a contractor for the Howard Street project. Mr. Wise added that they planned to break ground in March 2025.

Certified Local Government (CLG) Reporting

Ms. Mitchell noted that annual reporting for the Town's Certified Local Government status was due in the next few weeks. She stated that she had compiled the information to send to the State Historic Preservation Office. She mentioned that she shared the report with the Mayor and the HPC Chair as part of the reporting

process. As an update on approved COA cases, Ms. Mitchell added that portions of the Quall's Block building and the Vetro building would not be completed in 2024.

HPC Member Updates

Chair Smyth stated that the frieze plate on the Vetro building appeared to be bolted on. Vice-Chair Bond noted that she had not been able to locate anyone to speak with from the Hodges family regarding the John W. Hodges sign on the Vetro building.

ADJOURNMENT

Commission Member Basinger made a motion, seconded by Vice-Chair Bond, to adjourn the meeting at 3:53 p.m.

Vote: Aye – 3
Nay – 0

The motion passed.

Vardell Smyth, Chair

Brenda Henson, Board Clerk

**TOWN OF BOONE
HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
DECEMBER 10, 2024, 3:00 PM
Planning & Inspections Department & WebEx Video Conferencing**

Historic Preservation Commission Members Present: Vardell Smyth-Chair, Bettie Bond-Vice-Chair, and Ayden Basinger

Council Liaison: Virginia Roseman (via WebEx)

Planning Staff Present: Brandon Wise-Deputy Director, Jessica Mitchell-Advanced Planning Specialist, and Amy Snider-Commercial Zoning Administrator

Other Town Staff/Representatives Present: Allison Meade-Town Attorney (via WebEx)

Call to Order

Chair Smyth called the Boone Historic Preservation Commission meeting to order at 3:02 p.m. The meeting was held in the Planning & Inspections Conference Room at 680 West King Street and via WebEx.

Adoption of Agenda

Commission Member Basinger made a motion to approve the agenda as presented. The motion was seconded by Vice-Chair Bond.

Vote: Aye – 3
Nay – 0

The motion passed.

Approval of Minutes

Commission Member Basinger made a motion to approve the minutes as presented. The motion was seconded by Vice-Chair Bond.

Vote: Aye – 3
Nay – 0

The motion passed.

Adoption of Written Decision

Commission Member Basinger made a motion to approve the written decision as presented. The motion was seconded by Vice-Chair Bond.

Vote: Aye – 3
Nay – 0

The motion passed.

Public Comment

There was no public comment.

Chair Smyth provided a brief synopsis of the Historic Preservation Commission, its makeup, and its function.

Communication: December 10, 2024 HPC Quasi-Judicial Meeting Minutes (Approval of Meeting Minutes)

Case A24-0698 Professional Office Group – Certificate of Appropriateness

Linda L. Johnson, on behalf of Professional Office Group LLC, has submitted an application for a Certificate of Appropriateness for Major Work for 756 West King Street located in the Downtown Boone Local Historic District. The request includes modifications to the primary facade roof to remove the existing skylights from the building.

Jessica Mitchell and Brandon Wise, Town Staff members, and Linda Johnson, applicant for the project and Assistant Manager Miller and Johnson Law, PLLC, were sworn in by Chair Smyth.

Commission members indicated they had no fixed opinions, no conflicts of interest, and had not participated in ex-parte communication regarding this case.

Chair Smyth asked Ms. Johnson if she had any objections to the contents of the meeting packet. Ms. Johnson replied that she had no objections.

Ms. Johnson discussed the architectural history of the building, described as a contemporary design built in 1981, so it is not considered a historic building. The existing skylight is handmade with six two-foot-wide panes that leak, which causes safety issues inside the building's foyer. Miller Industries has maintained and repaired the skylight in the past by replacing the rubber membranes with the understanding that it will only last about twelve months. In discussing the current condition with Miller Industries and Greene Construction, she explained that there is no replacement skylight available that would match and any new skylight would be a bubble-shaped design.

Vice-Chair Bond inquired on the second skylight on the building and Ms. Johnson responded that it was not publicly visible so it had been replaced in the past and does not leak. Ms. Johnson proposed that removing the primary facade skylight would be more architecturally in line with other Downtown buildings rather than replacing the skylight. She further noted that it would be consistent with neighboring buildings of 828 Real Estate and the Fire Department to replace with shingles, and that the shingles would be a slightly different color but concurrent and congruous with the rest of the neighborhood.

Deputy Director Brandon Wise referenced the Staff Report for the Commission members, including that this building was not included in the historic district's architectural survey, and guidance that Standards were included for consideration since it is within the historic district. General discussion based around the building being outside of the historic district's period of significance, skylights were incompatible with the district, and it is more congruent to replace with shingles that match the existing roof.

There was no public comment on this case.

Motion and Vote:

Vice-Chair Bond made a motion, seconded by Commission Member Basinger, that the proposed development is congruous with the special character of the Downtown Boone Local Historic District. The COA is approved subject to the following conditions:

- Where there is a conflict between the application information and the plans (August 30, 2024), the plans control. Insignificant deviations may be permitted to comply with the requirements of the UDO.
- Any commitments and representations concerning the proposed exterior modification made by the applicant or its representatives at the public hearing shall also become a condition of the permit and a basis for a stop work order and/or permit revocation if violated.

- The applicant shall submit the necessary applications, plans, details, and specifications which meet the requirements of the Town Code, UDO, Building Code, and any other applicable codes for review and approval necessary to issue Zoning and Building Permits.

Vote: Aye – 3
Nay – 0

The motion passed.

Other Matters

Ms. Mitchell provided an update regarding the Stoneman’s Raid Interpretative Panel. She explained that she sent to Drew Gruber, Executive Director for Civil War Trails, the remaining items discussed at the December 3, 2024, Advisory meeting, which includes the Wiser map image instead of a revised sketch map, Major-General Thomas’ quote, and the notes regarding updating wording from Chair Smyth. She continued that in communicating with Mr. Gruber he had some additional questions and suggested a meeting to review. Ms. Mitchell proposed to the Commission that she schedule that meeting between Chair Smyth, as project lead, Mr. Gruber, and herself to discuss those questions. Discussion on possible dates and availability through the month, including the potential to plan for one of the scheduled HPC January meetings, since there are no cases for a quasi-judicial hearing in January, allowing all members to be present. The group decided for Ms. Mitchell to follow up with Mr. Gruber to see if he would be available to meet with the Commission, either on January 7 or 14, whichever date would be better for Mr. Gruber, cancelling the remaining meeting.

Adjournment

Chair Smyth adjourned the meeting at 3:36 p.m.

Vardell Smyth, Chair

Amy Snider, Commercial Zoning Administrator

**CASE A24-0698
PROFESSIONAL OFFICE GROUP
CERTIFICATE OF APPROPRIATENESS**

**WRITTEN DECISION OF THE
TOWN OF BOONE HISTORIC PRESERVATION COMMISSION
APPROVING A CERTIFICATE OF APPROPRIATENESS**

This application for a Certificate of Appropriateness pursuant to the Town of Boone Unified Development Ordinance (“UDO”) came before the Town of Boone Historic Preservation Commission (the “Commission”) on December 10, 2024, for a quasi-judicial hearing. Commission members present were Vardell Smyth, Bettie Bond, and Ayden Basinger. Based on the testimony of the witnesses, the Application, the Staff Report and related materials, and the exhibits and other evidence presented at the hearing, the Commission finds that the requested Certificate of Appropriateness should be granted and, in support thereof, makes the following Findings of Fact and Conclusions of Law:

FINDINGS OF FACT

The Commission finds that substantial, material, competent evidence was presented establishing the following facts:

1. The property at issue consists of approximately 0.24 acres owned by Professional Office Group, LLC, located at 756 West King Street, and consists of a parcel known as Watauga County PIN 2900-79-8564-000 (hereinafter, the “Property”).
2. The Property is zoned B1 Downtown Core in addition to the Downtown Boone Local Historic District Overlay.
3. The building was built in 1981 and was not given an Inventory Classification nor assigned a Survey Number because the building was built outside of the period of significance for the Downtown Boone Local Historic District (1918-1964).
4. The Professional Office Group, LLC (hereinafter, the “applicant”) desires to obtain a Certificate of Appropriateness to remove the existing skylight from the primary façade of the building and replace with shingles to match the existing roof.
5. The existing skylight is visible from King Street.
6. The existing features on the roof include windows, horizontal offsets of the roof, and a vertical offset.
7. The existing skylight consists of six “home-made” 2’ wide panes with rubber membranes between each set of panes that were installed by the original developer and cannot be replaced to match the existing size.
8. The rubber membranes corrode from the sun and have been replaced several times due to leaks.
9. Removal of the skylight will make the building more compatible with other buildings in the Downtown Boone Local Historic District.

CONCLUSIONS OF LAW

Based upon the application, the evidence submitted, the foregoing findings of fact, and UDO Section 6.01, the Historic Preservation Commission on December 10, 2024, makes the following Conclusions of Law:

1. The proposed development is congruous with the special character of the Downtown Boone Local Historic District. (3-0 vote)

ACCORDINGLY, based on the foregoing FINDINGS OF FACT and CONCLUSIONS OF LAW, the Historic Preservation Commission hereby grants the Certificate of Appropriateness, subject to the following conditions:

1. Where there is a conflict between the application information and the plans (August 30, 2024), the plans control. Insignificant deviations may be permitted to comply with the requirements of the UDO.
2. Any commitments and representations concerning the proposed exterior modification made by the applicant or its representatives at the public hearing shall also become a condition of the permit and a basis for a stop work order and/or permit revocation if violated.
3. The applicant shall submit the necessary applications, plans, details, and specifications which meet the requirements of the Town Code, UDO, Building Code, and any other applicable codes for review and approval necessary to issue Zoning and Building Permits.

This decision shall be deemed filed with the Clerk of the Commission as of the date it has been signed by the Commission Chair and served on the Applicant/Appellant and any other Parties per the Certificate of Service attached hereto.

This the _____ day of _____, 20____.

Vardell Smyth, HPC Chair

Attest:

Amy Snider, Commercial Zoning Administrator

***[Remainder of page intentionally left blank;
NOTICE OF RIGHT TO APPEAL and CERTIFICATE OF SERVICE FOLLOW ON NEXT PAGE]***

Communication: Written Decision - A24-0698 Professional Office Group - COA (Approval of Written Decision)

Notice of Right to Appeal

If you are dissatisfied with the decision of this Commission, an appeal may be taken to the Boone Board of Adjustment within thirty (30) days after the date this order is filed with the Clerk of the Commission. See N.C.G.S. § 160D-947(e2) and Section 6.05 of the Town of Boone Unified Development Ordinance.

CERTIFICATE OF SERVICE

The undersigned hereby certifies that on this ____ day of _____, 20____, the foregoing written decision of the Town of Boone Historic Preservation Commission was filed with the Clerk to the Boone Historic Preservation Commission and served upon the following person(s), being the applicant/appellant/petitioner, the other parties to the Commission's proceedings (if any), and each person making a written request for a copy of this decision at the hearing (if any), by depositing a copy of same, enclosed in a first-class, postpaid wrapper in a post office or official depository under the care and custody of the United States Postal Service addressed as follows:

***Property Owner and Applicant:
Professional Office Group, LLC
Attn: Linda Johnson
756 West King Street
Boone, NC 28607
linda@millerandjohnsonlaw.com***

In addition, a copy of the foregoing document was provided on the same date by email if and as so indicated above.

By: _____
Brenda Henson, Clerk to the Town of Boone Historic
Preservation Commission

Communication: Written Decision - A24-0698 Professional Office Group - COA (Approval of Written Decision)

Revised Final Draft (HPC Revisions 12/3/24, TC Revisions 8/14/24, HPC Revisions 7/9/24):

241 words + Quote Text 28 Words = 269 Word Count (not including citation for image) (275 Max Word Limit)

Staff Note: Please note this version shows the suggested revisions by the HPC on 12/3/24. The following page shows a clean version of the revised final draft text. The revision for removing the text is to reduce any potential redundancy by using a quote that contains similar information.

STONEMAN'S RAID

Riding from the west on the morning of March 28th, 1865, the first of almost 6,000 of General Stoneman's Union forces, led by Major Myles Keogh's 12th Kentucky Union Volunteer Cavalry, entered the town of Boone, which had a population of less than 1,000.

The Union forces surprised the Confederate Home Guard assembled at the James W. Councill House, which stood directly in front of you. The Home Guard fired on the advancing Union forces, who returned fire. Many Home Guard fled toward Howard's Knob and the conflict ended quickly. ~~Two Home Guard were killed, five injured, and 68 taken prisoner.~~ General Stoneman's forces, including at least 13 Union loyalists from Watauga and surrounding counties, reported no casualties.

Union troops continued to pour into town for the rest of the day, with General Stoneman requisitioning the Councill house for his headquarters.

With orders to avoid battles and "dismantle the country," most of General Stoneman's forces quickly left the area and moved on to destroy rail lines and materials that could be used by the then retreating Confederate Army and to liberate Union prisoners held in the Confederate prison in Salisbury, NC.

On April 6th, Colonel George W. Kirk's 2nd and 3rd NC Mounted Infantry Union forces arrived and occupied Boone for several weeks, with orders to blockade Deep, Sampson, and Watauga Gaps to control major routes through the mountains.

Three Union soldiers of the 3rd NC Mounted Infantry who died from disease are buried at the Boone Cemetery, half a mile southeast.

Staff Note: Please note for the paragraph above, the HPC expressed concerns that the item above did not relate to the events of Stoneman's Raid. However, the Town Council showed interest in having the text included to show a connection between this panel and an existing panel (to be installed) at a local historic cemetery.

Quote Selection for Stoneman's Raid Panel

Excerpt from the Official Records

Credit: United States. *The War of the Rebellion: A Compilation of the Official Records of the Union and Confederate Armies* (Published Under the Direction of the Secretary of War); Series I, Volume 49, Part 2 – Correspondence, Etc. Washington: Government Printing Office, 1880-1901. **Page 112**

BOONE, N. C., *Near Watauga Pass, March 28, 1865.*
(Received April 1.)

Major-General THOMAS:

We arrived here this a. m., the Twelfth Kentucky in the advance, captured the place, killing 9, capturing 62 home guards and 40 horses. We are getting along very well. Last night in crossing Stone Mountain one caisson and one ambulance fell over the precipice and were lost, several horses and three men disabled. I shall be compelled to alter slightly from the proposed route on account of the great scarcity of forage and subsistence for the men. Our advance is the first indication the people have had of our movements. We shall, with ordinary good luck, be out of the mountains to-morrow.

GEO. STONEMAN,
Major-General, Commanding.

Selected Part to Use in Panel:

"Major-General Thomas: We arrived here this a.m., the Twelfth Kentucky in the advance, captured the place, killing 9, capturing 62 home guards..."

Geo. Stoneman, Major-General, Commanding"

22 words

Observations on the wording

-HPC Chair Vardell Smyth 11/24

Some of what we are leaving out of the 48 hours after Stoneman's forces rode into Boone

- Stoneman's forces had ridden in secret from Tennessee and crossed the mountains to approach Boone, with no advance warning of local forces
- The James W. Council house was used as a field hospital for all the wounded from the skirmish
- Stoneman's cavalry pastured thousands of horses where the county athletic fields are
 - *Can be location on local map as near current Watauga County Parks and Recreation Center/Greenway access*
- Stoneman stayed the night not at the James W. Council house, which is implied by the text, but at another Council house that was not being used as a hospital
 - *Can be location on local map*
- All local males of military age were rounded up as prisoners of war, not just the ones that were in the conflict
 - Later moved to Tennessee as POWs
- Stoneman's forces stripping the area of forage and supplies
- Most of the military unit designations we are conflating or oversimplifying
- Any mention of any prominent individual killed or wounded, or any local of by name, except in reference to their house

Some of what we are leaving out of our one sentence of "what came next / occupation of Boone" on April 6

Referencing the sentence: "On April 6th, Colonel George W. Kirk's 2nd and 3rd NC Mounted Infantry Union forces arrived and occupied Boone for several weeks, with orders to blockade Deep, Sampson, and Watauga Gaps to control major routes through the mountains."

- Kirk's troops were riding up the mountain, not coming from Tennessee, as Stoneman had
- Burning the Boone Jail
- Fortifying the courthouse for defensive use, and looting it
- Their abuse of some of the locals (they turned one of the Council houses into a literal slaughterhouse)



Town of Boone Historic Preservation Commission (HPC)

Annual Work Plan Report (2024)

MEETINGS:

- Advisory (1st Tuesday, 3 pm): met 13 times total in 2024 (11 Regular meetings, 1 Pre-application Workshop, 1 Special Advisory meeting for Training)
- Quasi-Judicial (2nd Tuesday, 3 pm): met 6 times in 2024
- Quasi-Judicial: heard 9 cases in 2024 (9 COA cases in 2023).
- Meetings held in-person at the Planning and Inspections Conference Room with remote via WebEx option upon request.

STAFF:

- Advisory: Jessica Mitchell, Brenda Henson/Amy Snider, Jane Shook (as necessary/required)
- Quasi-Judicial: Brenda Henson, Brandon Wise/Amy Snider, Jessica Mitchell, Jane Shook (as necessary/required)

FUNDING:

FY 2024-2025

Board Training	\$600
Annual Digital Watauga Contribution	\$5,000
Boone Cemetery Interpretative Panels (FY2023-2024)	\$5,200
Stoneman's Raid Interpretative Panel	\$3,000
Total	\$13,800

FY 2025-2026 Request

Board Training	\$600
Annual Digital Watauga Contribution	\$5,000
Stoneman's Raid Interpretative Panel (Encumbered for FY26)	\$3,000
Plus Any Other Item Chosen by Council	?
Total	\$8,600

STAFF RECOMMENDATION FOR WORK PLAN:

In continuation from FY2023-2024, Staff has relayed to the HPC that Staff's primary responsibility in the upcoming year will be the work associated with the Comprehensive Plan update. Additionally, Staff will be focusing on tasks concerning Boone Next action steps and the prioritization of any implementation. In order to manage Staff time with other responsibilities, and due to the backlog of tasks on the work plan, Staff requests that the HPC be allowed to focus on completing the current in-progress tasks before engaging in any additional tasks. The work plan can be revisited when the in-progress tasks become completed.

IN-PROGRESS		
Date Assigned	Task	Funding
Ongoing	Board Training: Training necessary to meet CLG status requirements for Federal Year 2024-2025; Staff to seek free to low-cost training as much as possible.	\$600
Discussed in FY2023-2024	Jones House Local Historic Landmark Designation: Staff is awaiting final draft report (by former HPC member Ms. Ziegler) to begin designation process with Town Council consideration.	
Discussed in FY2023-2024	Boone Cemetery Interpretative Panels: Following Council approval in December 2023, Staff is awaiting delivery in early 2025 for installation.	FY25 \$5,200
FY2023-2024 10/11/2023	Stoneman's Raid Interpretative Panel: Staff presented request to Town Council in October 2023. Staff has initiated a preliminary review in October 2024 with further items pending to send to program. Depending on project progress, funding will be encumbered for FY26.	FY26 Encumbered
Discussed in FY2023-2024	Article 8 & Appendix D Revisions: Modifications to streamline and clarify requirements for the Downtown Boone Local Historic District and other Historic Landmark properties.	
TOWN COUNCIL DIRECTED TASKS		
8/9/2023	Potential Plaque for "Ice House Alley": Pending.	
1/10/2024	Winklers Creek Dam/Site: Pending.	
OTHER IN-PROGRESS TASKS		
	Digital Watauga/Downtown Boone Local Historic District Photo Library: Digital Watauga Staff continues to work on this project and will communicate with Planning Staff on completion, TBD for 2025.	\$5,000
	Architectural Survey of the Downtown Boone Local Historic District: In May 2024, Architectural Survey documentation was provided to SHPO by Dr. Plaag. Staff continues to work with Dr. Plaag on printing completed files to deliver to SHPO, estimated January 2025.	
IN-PROGRESS – TO BE COMPLETE (DELAYED TO OTHER ONGOING WORK)		
Date Assigned	Task	Funding
Discussed in FY2023-2024	Boone Street Name/Histories project: Reports to be completed for: King Street, Queen Street, Depot Street, Rivers Street, Water Street/Burrell Street; https://townofboone.net/588/Boone-Street-Names-Project	
Discussed in FY2023-2024, Prior to Historic District Designation	Boone Cemetery Survey: NOT COMPLETED as of December 2023. HPC to consider resurveying cemetery, as initial completion date (June 30, 2023) was not met. HPC discussed possibility of potential collaboration with ASU.	
Discussed in FY2023-2024	Historic District Light Pole Banners: Staff would coordinate with Downtown Boone Development Coordinator and Public Works on possible implementation. Staff would like permission to create a possible HPC logo to incorporate.	TBD

FUTURE HPC REQUESTED TASKS	
Gragg House Local Historic Landmark Designation: Project recommended by HPC; If approved, Staff would contact property owner to determine interest in local landmark designation. <i>Staff Note: In continuation from FY24, Staff would like to ensure all current landmark properties are accounted for the in Appendix D revisions/standards before designating additional landmark properties.</i>	
Blair Farm Local Historic Landmark Designation: Project recommended by HPC; If approved, Staff would contact property owner to determine interest in local landmark designation. <i>Staff Note: In continuation from FY24, Staff would like to ensure all current landmark properties are accounted for the in Appendix D revisions/standards before designating additional landmark properties.</i>	
New Historic District Consideration: Begin comprehensive architectural surveys on the two areas as follows, building on work completed by ASU classes: a. Grand Boulevard (Daniel Boone Park) neighborhood b. Cherry Park (Cherry Dr., Eastbrook, Westbrook, Cherrybrook) <i>Staff Note: In continuation from FY24, Staff would like careful consideration before beginning any new historic district planning to ensure future success. Additionally, Staff would suggest engaging with the neighborhoods to determine interest prior to beginning designation.</i>	
Edmisten Cemetery Survey (Dale Street): Possible collaboration with ASU classes, as interested	
Adams Cemetery Mapping and Survey: Contact property owners of private property cemetery (Adams Cemetery) regarding adding cemetery to existing Cemetery Map and permission to survey	
Interpretative signs (attached signs) for contributing buildings in the historic district <i>Staff Note: In continuation from FY24, Staff would like to evaluate the success and cost of the interpretative signs for the Dana Folk Way project before deciding on the feasibility of this potential project.</i>	TBD
Architectural terms glossary	
Completed Tasks	
Task	Completion Date
R.L. Clay (Rivers) House Local Historic Landmark Designation	June 2024
Board Training Requirements for CLG Reporting Year 2023-2024	September 2024
Council's Store Historic Marker	February 2023
Hayes-Bryan-Greene Cemetery Historic Marker	June 2023
Howard Street Boone Street Name Report	September 2023

CERTIFICATE OF APPROPRIATENESS (COA) CASES: Total 9**1. Case A23-0547 Portofino Hotel COA – Modification of Previous COA**

Certificate of Appropriateness (COA) for Major Work requesting the alteration of the previously issued COA for the construction of a new hotel at 970 Rivers Street. The proposed alterations from the previously approved plan include replacing double windows with either French doors or larger single windows in the second story guest rooms. The total heated square footage of the building would increase from 11,421 to 12,036 and the building height would increase from 20 feet to 21 feet, 1 ½ inches. This request was approved as presented with Option A as presented by the applicant.

2. Case A24-0063 Watauga County TDA – COA

Certificate of Appropriateness for Major Work at 171 Grand Boulevard (AE and Roberta Hodges House), requesting to alter the layout, slope, and dimensions of the existing driveways. This request was approved.

3. Case A24-0127 Goofyfoot Taproom – COA

Certificate of Appropriateness for Major Work at 525 West King Street (Estel and Lucille Wagner Building) requesting to alter the primary and secondary elevations, including altering the storefront on King Street (splitting the existing Jimmy John's location) by adding a new door and updating the awning. This request was approved.

4. Case A24-0128 Qualls Block – COA

Certificate of Appropriateness for Major Work at 595, 597, and 605 West King Street (Greene & Wilcox Building, also known as the JL Qualls Block Building) requesting to alter the previously approved storefront by switching the location of a door and a window on the right (west) side of the storefront. This request was approved.

5. Case A24-0224 174 South Depot Street – COA

Certificate of Appropriateness for Major Work at 174 South Depot Street (WT0604 Brendell's Garage Building #1) requesting demolition of the existing building and construction of a new two-story mixed-use structure (ground-floor commercial space and 4 apartments on the second floor). This request was approved.

6. Case A24-0285 Qualls Block Renovation – COA

Certificate of Appropriateness for Major Work for the alteration of a previously issued COA for 595, 597, and 605 West King Street (Greene & Wilcox Building also known as JL Qualls Block Building), requesting to alter the primary elevations including reconfiguring the storefront. This request was approved.

7. Case A24-0287 640-642 West King Street – COA

Certificate of Appropriateness for Major Work at 640-642 West King Street (WT0819 Boone Garage/Hodges Tire), requesting to amend the previously approved storefront with the addition of a light fixture on the primary façade (already installed) and reconfiguring the front courtyard area from patterned concrete to a combination of concrete and a mulched area with brick inlaid pavers. This request was approved.

8. Case A24-0660 SPA Properties – COA

Certificate of Appropriateness for Major Work at 585-589 West King Street (WT0847 John W Hodges Building), requesting for a facade renovation including, replacing the existing limestone frieze plate with a new frieze plate, replacing the storefronts on the primary elevation, replacing the non-historic iron bars on the east elevation with storefront matching surrounding windows, installing new windows on the west elevation, and replacing the fabric canopy awnings with cable-hung metal awnings. The request was approved with conditions.

9. Case A24-0698 Professional Office Group – COA

Certificate of Appropriateness for Major Work at 756 West King Street, requesting for the primary facade to be modified to remove the existing skylight and replace with shingles. The request was approved.



ToB - Statement of Conformity (SoC) Monthly Reporting for HPC

File Date	Application Number	Project Name	Permit Type	Permit Use	Location	Status	Issuing User
December 4, 2024	24-1001	Wigington GP - SOC	Zoning	Statement of Conformity	713 W KING ST	Approved	Amy Snider

1 Permits