

**Boone Historic Preservation Commission
Meeting Minutes
February 13, 2018**

Historic Preservation Commission Members in Attendance: Eric Plaag-Chairperson, Rennie Brantz, Loretta Clawson, Bettie Bond and Chuck Watkins

Town Staff in Attendance: Christy Turner-Senior Planner, Pilar Fotta-Director of Cultural Resources, Britney Clark-Downtown Boone Coordinator and Marlene Crosby-Board Secretary

Call to Order

Chairperson Plaag called the meeting of the Boone Historic Preservation Commission, held in the Planning & Inspections upstairs conference room located at 680 West King Street, to order at 3:07 p.m.

Adoption of Agenda

Chairperson Plaag suggested moving number six on the agenda to below number four on the agenda and moving number eight on the agenda to below number five on the agenda. Member Brantz made a motion, seconded by Member Clawson to accept the agenda as amended.

Vote:

Aye – All
Nay – None

The motion passed.

Approval of Minutes

Chairperson Plaag pointed out a correction in the January 9, 2018 minutes, on page four in paragraph five to change the word “plague” to “plaque”. Member Clawson made a motion, seconded by Member Brantz to approve the minutes as amended.

Vote:

Aye – All
Nay – None

The motion passed.

Member Clawson made a motion, seconded by Member Bond to approve the January 30, 2018 minutes as written.

Vote:

Aye – 3 (Clawson, Plaag, Bond)
Nay – None
Abstain – (Brantz, Watkins)

The motion passed.

Discussion of the "Boone History" Webpage

Chairperson Plaag explained that the HPC had invited Ms. Britney Clark, Downtown Boone Development Coordinator and Ms. Pilar Fotta, Director of Cultural Resources to this meeting to talk about the Town website. Chairperson Plaag noted that in the past the Historic Preservation Commission has discussed putting their work online so the public can have access to the history of Boone and what the HPC has been working on. He noted that the HPC had voted to ask Ms. Jane Shook, Director of Planning and Inspections to coordinate with the Town Clerk to get the HPC's work on the Town's website.

Chairperson Plaag talked about the HPC working with the Downtown Boone Development Association and Cultural Resources to achieve the same website goal. He noted that Ms. Fotta already has historical information on the Town website as it relates to the Jones House. He asked Ms. Fotta to explain how she places her historical information on the Cultural Resources website.

Ms. Fotta said that the Cultural Resources information is completely separate from the Town website information. She said that she has suggested to the Council for the Town to have a webpage that contains everything about the Town of Boone in one location. She said that each link on the website would need to be updated by the person responsible for each link. She also noted that she is not able to update the information on the Town website. She said the Town website has to be updated by Mr. Jeremy Daniels in the Town of Boone Fire Department. Member Clawson said that she and Member Brantz and most of the other Council Members agree that the Town needs an IT person dedicated to the Town's website.

Chairperson Plaag said the HPC is in agreement that they would like to see a webpage that contains everything about the Town of Boone. It would include the history of the Town of Boone and contain links to other departments of the Town as well as events in the Town.

Discussion ensued on which website to put the informational webpage. Chairperson Plaag noted that this type of recommendation does not fall under the purview of the HPC. Chairperson Plaag personally suggested putting this webpage under the Cultural Resources section of the website.

Discussion ensued on adding historical photos to the Town website. Chairperson Plaag said that in the past he has used geo-tags. He explained the issues that occurred when using the geo-tags.

Chairperson Plaag talked about what happens, when he is asked to research a property. He said he has to borrow the photos and information from Digital Watauga for the property. Ms. Fotta suggested a more efficient way of getting the photos and information on the Town website. She said if the Town had a webmaster, the webmaster could work with the HPC on the placing of the photos and researched information about a property on the Town website. She said it would be on the website in perpetuity. Chairperson Plaag said an agreement could be worked out with the Watauga County Library that they can connect and access the information. He said he felt that the Watauga County Library and the Watauga Historical Society would support this proposed

idea. He explained that once this proposed suggestion is accomplished and a request for information comes in for a property, the work at Digital Watauga does not have to stop to work to work on an information request. He stated that it would take a dedicated webmaster to accomplish this proposed idea.

Discussion ensued on providing Council with information on the Town of Boone having a dedicated webmaster. Chairperson Plaag said there would need to be direction from Council regarding the Town of Boone having a dedicated webmaster. Chairperson Plaag asked the Council Members present what the HPC could do to help Council in exploring ways to integrate the work of the HPC, the Downtown Boone Development Association and Cultural Resources.

Chairperson Plaag reviewed a list of topics where information is now ready to be integrated on the historical webpage such as the Linney House and Linney Law Office, Four National Registry properties are the Old Lovell House, the Blair House, the Jones House and the Downtown Boone Post Office, the Boone Flood Marker and the Ginseng Marker.

Motion and Vote:

Member Bond made a motion, seconded by Member Brantz for the HPC to recommend a resolution to Council to direct appropriate Staff to explore a landing page for all Town related services that include a history link that would enable visitors, residents and businesses to easily learn more about the history and cultural resources within the Town limits. This would potentially include a dedicated Staff person who works with the HPC, Cultural Resources, DBDA and other Town Staff as needed to coordinate possibly GIS tagging of historic sites within the Town and even the potential for comprehensive links to the buildings of Downtown Boone with the forthcoming completion of the survey.

Vote:

Aye – All
Nay – None

The motion passed.

Discussion ensued on the benefits of making a recommendation to Council for a dedicated webmaster. Chairperson Plaag said the recommendation to Council opens up the discussion for a member of Council who is also a member of the HPC to explain that three departments of the Town have shared their reasons why having a webmaster would help to put the information on the Town website and keep it updated.

Member Clawson talked about the Town using a webmaster outside of the Town to create the integrated webpage and an employee of the Town keeping it updated. Chairperson Plaag said that if the Town needs to go back to the outside webmaster, there will be a charge associated with each time, they do work for the Town. Ms. Clark noted that at this time, the Town Fire Department Staff is also managing the Town's computers, phones and website needs.

Discussion ensued on having a possible workshop to discuss the website needs of the other departments of the Town. Chairperson Plaag said this would give everyone an opportunity to explain what they need done from their departments on the Town website.

Discussion of Revised Downtown Appearance District Map

Chairperson Plaag noted that the proposed changes to the map that were made at the Community Appearance Commission and Historical Preservation Commission and Council workshop on December 12, 2017 have been applied to the updated district map by Mr. Brian Johnson, Urban Design Specialist. He said the map was modified to show three districts which are the Historic Core, Interface District and Warehouse District (map permanently attached).

Chairperson Plaag pointed out the potential changes. He said that the blue color on the map is the Historic Core that goes from Appalachian Street to old Smithy's building. He said there was debate about this change and he is not sure it will hold when it goes before the SHPO. He said SHPO does not like uneven borders on either side of the street. He said the Historic Core also covers the south side of Queen Street and both sides of W. King Street. And, it was extended down Water Street to include the jail house. The proposed Warehouse District extends west along both sides of Howard Street from the ECRS building and the Goodnight Brothers property, widening at Depot to include both sides of Depot between Rivers Street and the back of the buildings on West King Street, and extending west to Water Street between the back of the West King Street buildings and the north side of Rivers Street. It then crosses over Water Street and extends west between the back of the King Street buildings down to Poplar Grove Road (excluding the 1889 Jail, which is part of the Historic Core); the CAC is considering whether to expand it as far as the Poplar Grove Connector to pick up Galileo's. The proposed Interface Area may be expanded to include the B-3 properties near Old Bristol Road. Chairperson Plaag suggested that the CAC discuss the latter change at their next meeting.

Chairperson Plaag told the HPC members that the Staff has sent an action request to Council regarding the scheduling of another CAC/HPC/TC workshop to further discuss the revised Downtown Appearance District Map. Ms. Turner said the Staff will email out the next CAC/HPC/TC workshop date approved by Council at their next meeting. Ms. Turner said when the workshop date is approved by Council adjacent property owner letters will be mailed regarding the workshop date so they have the opportunity to attend the workshop give their feedback.

Chairperson Plaag noted that when Council approves a district, it functions as a district overlay. He explained that the district map was created to work with the Downtown Community Appearance Design Guidelines. He said it doesn't mean that other districts in the Town cannot be potentially created.

Ms. Turner explained that the CAC is trying to work on their design guidelines before the HPC works on their design guidelines. When the CAC guidelines were reviewed, it was noted that they clashed with the work of the HPC. It was decided that a joint workshop on December 12, 2017 was needed to discuss the design guidelines to make sure both Commissions were flowing together on the same topic.

It was noted that all of the proposed Historic Core is zoned B-1 except for the Linney House.

Planning for the Dedication of the Union Soldier Markers

Chairperson Plaag said he did call the George Stoneman's Camp of the Sons of the Union Veterans of the Civil War. He said that eight of them are available to attend the dedication. He noted that the HPC has suggested that the dedication be on Sunday, April 8, 2018 at 2 p.m. He said that the Town needs to provide a bugler. He said he has recommended an honorarium of \$50.00 for the bugle player. The Town will need to provide three grapevine wreaths for \$45.00, and three long-stem roses for \$30.00, three-evergreen wreaths for \$60.00, three 12 x 8 American cotton-stick flags for \$20.00. In addition, the HPC has requested \$150.00 to purchase lunch for the eight to ten participants from the Camps. Member Bond suggested the Daniel Boone Inn for the lunch venue. It was noted that it is up to the Council to provide payment of the lunch for the HPC Members.

Chairperson Plaag said the option is to pay a \$30.00 per diem for each participating member or pay a \$500.00 donation to the Camp to purchase supplies, uniforms or other supplies to maintain their uniforms. It was noted that Member Bond and Ms. Turner will look into the supplies needed for the dedication ceremony.

Discussion ensued on having a police officer present at the dedication ceremony. Member Brantz noted that there could be some protestors at the ceremony and it would be good to make the Police Department aware of the situation. Chairperson Plaag said there could be protesting from a person who is not from Watauga County, if they decide to attend the dedication ceremony. Ms. Clark said that Mr. John Ward, Town Manager supported having a plain clothes police officer present at the dedication ceremony.

Phase I Survey Report Possible Changes and Recommendations

Chairperson Plaag asked if anyone had any changes for the first and second batches of the survey entries. He reviewed some of the changes that Ms. Clark pointed out. He asked that the HPC review the third batch of survey entries at the next meeting. He said there are 15 more surveys to do and he hopes to have them to the HPC before the next meeting along with the recommendation. He explained that envelopes have to be stuffed with the newspaper articles and photos for each one. He said he may ask the HPC members to help him with the envelopes in the Town Hall conference room.

Chairperson Plaag suggested that Mr. Turner call SHPO to ask about their process for the surveys. It was the consensus of the HPC for Chairperson Plaag and Ms. Turner to coordinate with SHPO on the process.

Ms. Turner asked if she needs to ask Mr. Ward about the making of the color copies for the contents of the envelopes. It was noted that there will be a mix of color and black and white copies.

Member Clawson asked Chairperson Plaag to take the HPC on a tour in the Downtown area after all the survey entries have been completed.

Chairperson Plaag noted that he provided historical information to the Mast General Store and the Horton Hotel owners. He said this would be helpful for the owner of the Horton Hotel when it is time to put together the marketing materials for the hotel.

It was noted that the Staff is waiting on Council's approval for the next joint meeting. There were four meeting dates to be considered for the next meeting.

Chairperson Plaag explained that for the next meeting, he would like for the HPC to review two areas of the Historic Preservation Commission Guidelines and Handbook. He said the first thing to review would be the minor and major sections on page 33 and the second thing is the design guidelines for commercial properties. He noted that the mass majority of buildings were built during the 1920 to 1960 date range. He also said the guidelines for commercial properties really need to be tailored to the period of significance and the things that happened during that time. He said we need to make sure that the HPC is picking guidelines that fit with that context. He gave an example that crab orchard stone would fit the timeframe listed above where mirrored glass would not fit.

Other Matters by Commission Members or Staff

Set agenda for next meeting

- Update on Union Soldier Dedication
- "This Place Matters" Update
- Boone Flood Marker Update
- Phase I Survey Report Update
- History Design Guidelines and Handbook
- Other Matters by Commission Members or Staff

Chairperson Plaag said he thinks the HPC is looking at starting the CLG application process later this year.

Member Watkins announced that in the spring of 2018, the North Carolina Preservation Consortium will have a two-day cemetery workshop in Mooresville that will focus on tombstone alignment and restoration. The cost will be \$100.00 for the two days.

Chairperson Plaag explained that he felt it would be better for the Planning and Inspections Staff to work with the Public Works Department on a standard maintenance procedure for the Boone cemetery rather than a maintenance issue come through the HPC.

Adjournment

Member Brantz made a motion, seconded by Member Clawson to adjourn the meeting at 5:10 p.m.

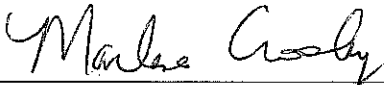
Vote:

Aye – All
Nay – None

The motion passed.



Eric Plaag, Chairperson



Marlene Crosby, Board Secretary

