TOWN OF BOONE
HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
JUNE 11, 2024, 3:00 p.m.
Planning & Inspections Department & WebEx Video Conferencing

Historic Preservation Commission Members in Attendance: Vardell Smyth-Chair, Bettie Bond-Vice-Chair, Krystal Carter, Hannah Williams, and Jerry Williamson

Council Liaison: Virginia Roseman (via WebEx)

Town Staff in Attendance: Jessica Mitchell-Advanced Planning Specialist, Mike James-Commercial Zoning Administrator, Brandon Wise-Deputy Director, and Brenda Henson-Board Clerk

Others in Attendance: Allison Meade-Town Attorney (via WebEx)

Call to Order

Chair Smyth called the Boone Historic Preservation Commission meeting to order at 3:03 p.m. The meeting was held in the Planning & Inspections Conference Room at 680 West King Street and via WebEx.

Adoption of Agenda

Jessica Mitchell, Advanced Planning Specialist, wished to amend the agenda to add the recommendation of approval of the R.L. Clay (Rivers) House Property and the H.W. Horton Building Local Historic Landmark designations before Other Matters. The Commission members unanimously agreed to amend the agenda.

Approval of Meeting Minutes

Vice-Chair Bond made a motion, seconded by Commission Member Williams, to approve the April 2, 2024, quasi-judicial meeting minutes as written.

Vote: Aye – All
Nay – None
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.

Case A24-0285 Qualls Block Renovation – Certificate of Appropriateness

Will Clark of Trade Land Company, LLC submitted an application for a Certificate of Appropriateness (COA) 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) located in the Downtown Boone Local Historic District, which was to alter the primary elevations including reconfiguring the storefront. The proposed alterations from the previously approved plan include reconfiguring the locations of the proposed entry door and storefront window directly adjacent to the existing, unaltered storefront. The revised elevations depict the modifications to the primary elevation along with a direct comparison to the previously approved storefront.

Mike James and Jessica Mitchell, Town Staff members, were sworn in by Chair Smyth. Chair Smyth affirmed Adrian Tait of Sketchline Architecture.

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

Mr. James stated that this property recently obtained a Certificate of Appropriateness for work on the exterior of the building. This request was to modify the original approval to allow the door to be switched to the window location and the window to move to the door location.

Mr. Tait noted that the Qualls Block building was a hundred years old, and as with many old buildings, as soon as you start working on it, you realize things were not as you thought. He stated they discovered the floor level in one of the existing spaces was stacked on top of an original floor. They intended to remove the stacked floor to return to the original level and hoped to refinish much of that flooring. However, the sidewalk at that part of King Street dropped down. Mr. Tait explained that their original COA request had shown the doorway in its existing location on the left-hand side of that storefront. The sidewalk being higher than the floor level on that side and removing the awning created an issue they did not anticipate. He stated that water from the sidewalk would likely be directed toward the door of the building. Mr. Tait added that moving the door to the window location would afford them the correct level to avoid water flow issues. He stated that the previously approved materials, such as the black wooden frames and the brickwork, would stay the same.

There was no public comment on this case.

Motion and Vote:
Vice-Chair Bond made a motion, seconded by Commission Member Williams, that the proposed development is congruous with the special character of the Downtown Boone Local Historic District, and the relocation of the door and window would resolve the floor-level issue. The COA is approved subject to the following automatic conditions:

- Where there is a conflict between the application information and the plans (April 25, 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 – All
Nay – None
The motion passed.

<u>Case A24-0287 640-642 West King Street – Certificate of Appropriateness</u>

Chelsea Garrett of 642 West King, LLC submitted an application for a Certificate of Appropriateness for Major Work for 640-642 West King Street (WT0819 Boone Garage/Hodges Tire) located in the Downtown Boone Local Historic District to amend the previously approved storefront with the addition of a light fixture on the primary facade, already installed, and reconfiguring the front courtyard area from patterned concrete to a combination of concrete and a mulched area with brick inlaid pavers.

Chelsea Garrett, applicant, property owner, and attorney for the project, was sworn in by Chair Smyth. Ms. Garrett noted that she and Andrea Capua owned the subject property.

Ms. Garrett stated they were requesting two modifications from their original COA approval. After completing their renovation project, they realized a light fixture had been added that was not on the original plan. Ms. Garrett also stated they would prefer not to do a complete, stamped concrete patio but instead have more permeable surfaces. She noted that photos of the light fixture were included in the meeting packet and looked similar to the lighting in the Downtown Boone Local Historic District shown in the meeting packet.

Ms. Garrett stated that very few properties along King Street had landscaped frontages, and they would like to maintain more green areas instead of all concrete. She noted that they would like to leave the courtyard as it was, with one pathway to the Betty's Biscuits entrance. Landscaping would be between Drip Coffee and Betty's Biscuits, with some area for seeding where the mulch was on either side of the sidewalk. This would encourage the retention of areas to help slow the water flow.

Vice-Chair Bond stated that the light fixture was compatible with other lighting fixtures downtown. She added that less concrete in the courtyard would help with water runoff.

Mr. James noted that a hand-drawn landscape plan showing the location of plantings was submitted after the meeting packet was printed. The plan was shown to Commission members.

Ms. Garrett stated that they would provide the staff with the species and sizes of the landscaping for their approval at a later time. She added that the subject property was not a garden per se during the period of significance, but before 1936, it contained a building that went up to the street. After the demolition of the building, that space was used as parking before being turned into a landscaped garden area in the 1980s.

Vice-Chair Bond asked if something could be done about the big, white sign for Drip Coffee that was directly behind the Doc Watson statue. Ms. Garrett stated she would check on it.

There was no public comment on this case.

Ms. Garrett stated that the fence around the courtyard was not permitted and was a temporary solution to help with non-customer pedestrian traffic. She added that future landscaping plans would assume the same function as the fence and would include brick being placed in the courtyard. This would require the case to return to the Commission for another COA approval.

Motion and Vote:
Commission Member Carter made a motion, seconded by Commission Member Williams, that the proposed development is congruous with the special character of the Downtown Boone Local Historic District and is approved subject to the following automatic conditions:

- Where there is a conflict between the application information and the plans (April 25, 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 – All
Nay – None
The motion passed.

With no further discussion, Chair Smyth closed this case.

Mr. Wise explained that the applicant had to request a modification because the Town could not issue a Certificate of Occupancy (CO) to Betty's Biscuits and Drip Coffee without them complying with what was approved under the original COA. He stated that the businesses were issued a temporary CO, which allowed them to operate.

<u>R.L Clay (Rivers House) Property and H.W. Horton Building – Local Historic Landmarks</u>

Ms. Mitchell stated that, in reviewing General Statute 160D Section 946 regarding historic preservation procedures and the local landmark designation process, the HPC was required to make another recommendation to approve local landmark designations after the public hearing. She noted that the Planning Commission voted to recommend the approval of both designations without any changes.

Motion and Vote:
Commission Member Williamson made a motion, seconded by Commission Member Carter, that the Historic Preservation Commission recommend that the Town Council approve designating the R.L. Clay (Rivers House) Property and the H.W. Horton Building as Local Historic Landmarks.

Vote: Aye – All
Nay – None
The motion passed.

<u>Other Matters</u>

Ms. Mitchell provided HPC members with a list of potential dates for CLG training and asked that members choose three dates that would work for their schedule. Council Member Roseman stated she must request time off from work at least three weeks before the training dates. Commission Member Williamson said he would not be reapplying to the HPC when his term expired on June 30, 2024.

Commission Member Carter stated she would like the HPC to consider moving their meeting times to open up the pool of applicants. She added that it was difficult for someone who worked from 9-5 to leave their job two hours early twice a month to attend the HPC meetings. Commission Member Carter noted that many grad student classes were held at the same time as the HPC meetings. She stated that there was a great pool of folks in the ASU history department who might like to be on the Commission but could not join because of the meeting time. Commission Member Carter noted that a 4 or 5 p.m. start time would be easier than 3 p.m. for most people. Ms. Mitchell replied that she would mention this suggestion to the Planning Director.

Vice-Chair Bond wished HPC members were not required to live inside Town limits.

Mr. James asked if the 45-day submission deadline for COA cases could be changed to 60 days to allow more time for the staff to process the applications, send out notification letters, and prepare the staff reports. Vice-Chair Bond stated that she did not want to make things more difficult for applicants by altering the time it would take for their requests to be heard. Chair Smyth said he did not have a problem with changing the deadline.

<u>Adjournment</u>

Vice-Chair Bond made a motion, seconded by Commission Member Carter, to adjourn the meeting at 4:02 p.m.

Vote: Aye – All
Nay – None

The motion passed.

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Vardell Smyth, Chair **Brenda Henson, Board Clerk**