



# Historic Preservation Commission

## Regular Meeting

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

### ~ Agenda ~

Jane Shook  
828-268-6960

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Tuesday, December 10, 2024

3:00 PM Planning and Inspections Conference Room

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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](mailto: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 Minutes**

November 12, 2024, HPC Quasi-Judicial Meeting Minutes

**IV. Approval of Written Decision**

Written Decision - SPA Properties - COA

**V. Public Comment**

**VI. Case A24-0698 Professional Office Group - COA**

Exhibit 1 - Application - Professional Office Group

Exhibit 2 - Description of Work - Professional Office Group

Exhibit 3 - Plans - Professional Office Group

Exhibit 4 - Existing Conditions - Professional Office Group

Exhibit 5 - Staff Report - Professional Office Group

**VII. Other Discussion**

**VIII. Adjournment**

**TOWN OF BOONE  
HISTORIC PRESERVATION COMMISSION  
MEETING MINUTES  
NOVEMBER 12, 2024, 3:00 PM  
Planning & Inspections Department & WebEx Video Conferencing**

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

**Council Liaison:** Virginia Roseman (via WebEx)

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

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

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**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 – 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 A24-0660 SPA Properties – Certificate of Appropriateness**

Wesley Fitzgerald of The RBA Group, on behalf of SPA Properties V, LLC, has submitted an application for a Certificate of Appropriateness for Major Work for 585-589 West King Street (WT0847 John W Hodges Building) located in the Downtown Boone Local Historic District. The request includes the following items:

- Replacement of the limestone frieze plate that currently reads “Vetro MMII” with a frieze plate reading “Horton”, “Horton Hotel”, or “John W. Hodges”.
- Replacing the storefronts along King Street with matching anodized black storefronts
- Replace non-historic iron bars on east elevation with storefront matching surrounding windows
- New windows on the west elevation
- Replacing existing fabric canopy awnings with cable-hung metal awnings

The applicant intends to renovate the upper floor and a portion of the basement to house a small hotel to be a sister hotel to the Horton located at 611 W King Street.

Jessica Mitchell and Brandon Wise, Town Staff members, and David Malushizky, architect for the project, 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.

Mr. Wise noted that an updated elevation showing the relocation of a wall louver had been submitted after the meeting packet was distributed. This revised plan modified the original elevation plan in the meeting packet on page 8. The updated plan was shown on the screen in the meeting.

Chair Smyth asked Mr. Malushizky if he had any objections to the contents of the meeting packet. Mr. Malushizky replied that he had no objections.

Mr. Malushizky stated that the frieze plate on the front of the building that read “Vetro MMII” was not original to the building. He asked if the frieze plate could be removed and replaced. He also noted that this project would be an annex to the Horton Hotel, but they did not plan to replace the frieze plate with one containing the name Horton.

Mr. Malushizky stated that the window frames had previously been painted forest green, and the hotel owners would like to have at least the upper floor window frames painted black to match the Horton Hotel and the proposed black canopy.

Mr. Malushizky explained that the change in the louver location from the back of the building to the side was because there would not be proper head clearance at the back of the building due to the location of the door.

Mr. Malushizky referred to the west elevation of the building, noting three original windows had been bricked in that they would like to open back up. However, there was a code issue that might allow them to open only one or two of the windows.

Mr. Malushizky stated that the front windows on the upper floor were installed in a masonry opening that was not original to the building and did not fit. He asked that those windows be replaced with newer ones matching the six over one or eight over one windows currently on the building. Mr. Malushizky noted that the iron gate on the front of the building and the iron bars on the side window would be removed and replaced with windows to match the other windows.

Discussion ensued regarding the frieze plate. Mr. Wise noted that the building was originally called the John W. Hodges building, and that name could be placed on the building without a sign permit. Vice-Chair Bond asked if anyone had spoken to the Hodges family to see if they would agree to have their name displayed on the building. Mr. Malushizky replied that the Hodges family had not been contacted. Vice-Chair Bond felt that they should be consulted out of courtesy, and she agreed to contact Jimmy Hodges. Mr. Malushizky stated there was a possibility that nothing could be underneath the Vetro frieze plate, but they would not know until the plate was removed.

Mr. Malushizky noted that there was a fire escape on the back of the building that was not original, and they were interested in replacing a portion of it and increasing its size to allow the hotel guests to use it as an outdoor space. He stated that this would be a future project that would have to come back before the HPC for approval. Vice-Chair Bond noted that she did not want to encourage people to use the fire escape as an accessory bar area. Mr. Wise added that the building code required fire escapes to be clear at all times.

Commission Member Basinger stated that having the Hodges name on the building would be more in keeping with the Downtown Boone Local Historic District Design Standards Storefronts, Upper Facades, Side Elevations, and Rear Elevations 1.1 and 1.2 which reads:

*Whenever possible, historic storefronts and storefront features such as entrance configurations, display windows, doors, clerestory windows, transom bars and windows, bulkheads, corbelling, cornice work, windows, stonework, stringcourses, structural glass, and other architectural flourishes should be retained and preserved. When repairing these features, retain and preserve in place original elements as much as possible. If repair is not possible, replace damaged elements with materials that match the originals in composition, design, texture, color, and other visual qualities.*

*When reconstructing an historic storefront, upper façade, or other elevation, use historical research and evidence as the basis for the design. Reconstructed storefronts should incorporate original dimensions, proportions, and architectural elements.*

Vice-Chair Bond asked if the first floor would house a restaurant. Mr. Malushizky replied that the first floor was currently under construction and would soon be a restaurant. The upper floor would be the hotel guest rooms, and the lower level would be the amenity space.

Chair Smyth stated he thought the project looked good and was excited about opening up the windows that had been bricked in.

Conditions of approval were discussed. It was agreed that there be a condition that the Hodges family would be consulted regarding their desire to have the Hodges name on the building. Mr. Malushizky asked what they should do if no name were underneath the Vetro frieze plate.

For clarification, Ms. Meade stated that if a Hodges sign were underneath the Vetro sign, it would have to stay because it would be historic to the building. It could be replaced if there was a non-historic sign underneath or no sign at all. The Hodges family could then agree to have their name on a new sign, or they could decline. If the Hodges declined to have their name on a new sign, the owners could put what they wanted there, and then the only issue would be what it was supposed to look like. Ms. Meade stated that any new sign should fit back into the same space without destroying or upsetting the existing masonry and be an appropriate material. Mr. Malushizky noted that the owners had not discussed what they would like to do if nothing was underneath the Vetro sign.

Chair Smyth stated that if the Hodges sign was underneath the Vetro sign, it should be exposed and left intact. If the Hodges sign were not underneath the Vetro sign, this would become an administrative decision regarding signage.

Vice-Chair Bond agreed to contact the Hodges family to see if they would be willing to have the Hodges name placed on a new sign for the building if the Hodges name was not found underneath the Vetro sign.

There was no public comment on this case.

#### **Motion and Vote:**

Commission Member Basinger made a motion, seconded by Vice-Chair Bond, 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 (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.
- If the Hodges sign is underneath the Vetro sign, it should be exposed and left intact. If the Hodges sign is not underneath the Vetro sign, replacement signage will be an administrative decision.

**Vote:** Aye – All  
Nay – None

**The motion passed.**

#### **Other Matters**

Ms. Mitchell provided an update following the Stoneman's Raid Interpretative Panel discussion at the November 5, 2024, Advisory meeting, that the Blair Farm property owners had no documentation regarding Stoneman's Raid. She stated there would need to be a discussion at the December HPC advisory meeting regarding the quote and revised map.

Vice-Chair Bond noted that the next HPC advisory meeting was scheduled for December 3, and the next quasi-judicial meeting was scheduled for December 10.

#### **Adjournment**

Chair Smyth adjourned the meeting at 3:58 p.m.

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**Vardell Smyth, Chair**

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**Brenda Henson, Board Clerk**

**CASE A24-0660  
SPA PROPERTIES  
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 November 12, 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 0.126 acres owned by SPA Properties V, LLC, located at 585, 587, and 589 West King Street, and consists of a parcel known as Watauga County PIN 2900-88-4868-000 (hereinafter, the “Property”).
2. The building was built in 1940 and is classified as CH, which means that the property contributes to the character of the district based on historical significance related to events or individuals associated with the property.
3. The Property is zoned B1 Downtown Core in addition to the Downtown Boone Local Historic District Overlay.
4. The rba Group (hereinafter, the “applicant”) desires to obtain a Certificate of Appropriateness to replace the limestone frieze plate, replace the storefronts with matching anodized black storefronts, replace the non-historic iron bars to match the surrounding windows, install new windows on the west elevation, replace the fabric canopy awning with cable-hung metal awnings, repaint forest green window frames black, and open up existing bricked-in windows.
5. The applicant intends to renovate the upper floor and a portion of the basement to house a small hotel.
6. On July 11, 2023, the Commission approved a Certificate of Appropriateness for 587 West King Street to replace three windows on the secondary (east) elevation, install an aluminum storefront on the tertiary elevation, install two new piercings on the tertiary elevation for mechanical vents, and install HVAC equipment on the roof for a restaurant use.
7. The “Vetro MMII” frieze plate is not original to the building and was added after the period of historical significance for the building. There may or may not be a sign behind the frieze plate that refers to the Hodges (original owners) and is historical to the building.
8. The window frames are currently painted forest green.

9. The location of the door on the back of the building prohibits the placement of the louver in that area.
10. Three original windows are currently bricked-in.
11. The upper floor windows are installed in masonry openings that are not original to the building.

### 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 November 12, 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 20, 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 sign installation made by the applicant or its (his or her) 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.
4. If a historic sign is underneath the Vetro sign, it should be exposed and left intact. If the Hodges sign is not underneath the Vetro sign, the property owner may install replacement signage consistent with UDO standards and subject to normal administrative review.

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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:

\_\_\_\_\_  
Brenda Henson, Board Clerk

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

DRAFT

Communication: Written Decision - SPA Properties - 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.

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### **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:**  
**SPA Properties V, LLC**  
**Attn: Paul Pessina**  
**PO Box 12592**  
**Charlotte, NC 28220**  
[info@spapropertygroup.com](mailto:info@spapropertygroup.com)

**Applicant:**  
**The rba Group**  
**Attn: Wesley Fitzgerald**  
**122-B West Bland Street**  
**Charlotte, NC 28203**  
[info@spapropertygroup.com](mailto:info@spapropertygroup.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 - SPA Properties - COA (Approval of Written Decision)

# Certificate of Appropriateness for Major Work

Town of Boone Planning & Inspections Department

680 W. King Street, Suite C • Boone, North Carolina 28607

Phone (828) 268-6960 • Fax (828) 268-6961 • Email: [planning@townofboone.net](mailto:planning@townofboone.net) • [www.townofboone.net](http://www.townofboone.net)



## A. Required to be Submitted at Time of Application

**Note: A pre-application meeting is required prior to application submittal.**

**Failure to provide the required information will delay the review and scheduling of the requested hearing.**

- ☐ Digital copies of all paper submittal documents (may be emailed to [planning@townofboone.net](mailto:planning@townofboone.net))
- ☐ Four paper copies of complete site plans meeting the requirements of Town of Boone Unified Development Ordinance (UDO), including UDO Appendix A (max. size 30" x 42")
- ☐ Information in compliance with the Supplemental Checklist on Page 4
- ☐ Property Owner Authorization. If you are not the property owner, you will need to provide documentation of property owner authorization to apply for this permit. You may have the property owner sign this application (Section L), or the property owner can provide a written and signed authorization that clearly states they are authorizing the applicant to submit this application.

Permit Fee (See Planning & Inspections Fee Schedule). Each application is allowed two (2) reviews. The 1st review of the submitted information and a 2nd review if revisions or supplemental information is required based upon the 1st review. Each subsequent review after the 2nd review will be charged at 50% of the original fees charged for the application. These fees shall be paid at the time of resubmittal.

## B. Requested Hearing – See latest published Meeting Schedule for dates

Date of requested hearing:

## C. Property Information

Street Address: 756 W King ST Boone, NC Watauga County Parcel Identification Number: 2900798569000

Existing Zoning District(s): B1 DC (Downtown Core)

Total Land Area: .207 Acre

Are there any existing variances or other site-specific approvals granted to the property? ☐ Yes ☒ No ☐ Unknown

If yes, describe:

## D. Applicant Information

Name: Professional Office Group LLC

Complete Mailing Address (Street, City, Zip): % Linda L Johnson, Asst MGR 756 W King ST Boone NC 28607

Phone Number: 828 264 1125 Email Address: linda@millerandjohnsonlaw.com

Preferred Method of Contact for Written/Response Documents (select one): ☐ Mail or ☒ Email

## E. Property Owner Information

Name: Professional Office Group LLC

Complete Mailing Address (Street, City, Zip): % Linda L Johnson, Asst MGR 756 W King ST Boone NC 28607

Phone Number: 828 264 1125 Email Address: linda@millerandjohnsonlaw.com

## F. Landmark/District Information

District/Landmark Name: Downtown Boone Local Historic District

Period of Significance:

None, as the building was constructed in 1981 & has a modern des

### G. Project Details

Project Cost:

\$ 7,120.59

Project Type:

☐ New Construction

☒ Renovation

☐ Landscaping

☐ Moving Structure

☒ Demolition

### H. Design Professional Information

Designer is an:

☐ Architect

☐ Engineer

☐ Owner

☒ Other: Contractor

Name:

Cliff Baldwin

Company:

Greene Construction Inc.

Complete Mailing Address (Street, City, Zip):

525 George Wilson Rd Boone NC 28607

Phone Number:

828-457-1842 cell 828-264-2611

Email Address:

cliff@gci-build

Additional Designer Information: If additional designers are involved beyond the one listed, please provide additional info on a separate sheet

### I. Applicant Signature and Property Owner Authorization

I hereby certify that I am authorized to submit this application, that all information is correct and complete, and all work will comply with all applicable State and local laws, ordinances, and regulations.

I acknowledge and agree that the Historic Preservation Commission members, Town employees, and Town agents may enter, solely in performance of their official duties and only at mutually agreeable times, upon the applicant's property for examination or survey thereof pursuant to North Carolina General Statute 160A-400.8.

I understand and agree that an approved Certificate of Appropriateness is valid only for the particular application, plans, specifications, and related project details presented to, and approved by, the Historic Preservation Commission. Any proposed modification or addition must be submitted to the Planning and Inspections Department for review.

By signing below, the applicant agrees to notify the Planning and Inspections Department of any changes or alterations in the data contained in this application, the approved plans, or the approved specifications related to the project that is the subject of this application.

Hearings on Certificate of Appropriateness applications before the Commission are quasi-judicial proceedings. Therefore, Historic Preservation Commission members cannot discuss a pending application with the applicant or other party. By signing below, the applicant agrees to refrain from speaking with or contacting any member of the Historic Preservation Commission about an application outside of the formal evidentiary hearing on the application.

|                               |                               |           |
|-------------------------------|-------------------------------|-----------|
| Professional Office Group LLC | Professional Office Group LLC | 8/30/2024 |
| Applicant (Print)             | Applicant (Signature)         | Date      |
| Professional Office Group LLC | Professional Office Group LLC | 8/30/2024 |
| Property Owner (Print)        | Property Owner (Signature)    | Date      |

Official Use Only

|                                                               |      |                 |                                                                                                        |          |
|---------------------------------------------------------------|------|-----------------|--------------------------------------------------------------------------------------------------------|----------|
| Permit Name: <u>Professional Office Group - Skylight Reno</u> |      |                 |                                                                                                        |          |
| Permit Number: <u>24-0436</u>                                 |      |                 |                                                                                                        |          |
| Date:                                                         | Fee: | Receipt Number: | Method of Payment:<br><input type="checkbox"/> Cash<br><input type="checkbox"/> Check<br>Number: _____ | Paid By: |

Public Hearing Meeting Date: \_\_\_\_\_

Date of APO Mailed Notification: \_\_\_\_\_

Date of Posted Notification: \_\_\_\_\_

Request Approved: ☐ Yes ☐ No

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*COA for Major Work Supplemental Checklist*

**Note:** The following is a checklist for the presentation materials needed for your application. It is the applicant's responsibility to provide adequate photographs, architectural plans, and other material to enable the HPC to understand the proposal and its impact on the historic district/landmark. The consideration of the application may be delayed if preservation materials are not sufficient to evaluate the proposal.

- ☐ Written Description of the proposed work: Describe in detail the scope and nature of the proposed project, including exact material types, colors, and dimensions for materials to be used (e.g., width of siding, color of window trim, type of roofing materials, etc.).
- ☐ Design Standards References: Cite the applicable sections of the design standards related to and/or reflected in the proposed request.
- ☐ Photographs of Existing Conditions: Provide current photographs showing the present conditions of the area where the work will be completed and/or the portions of any existing building that will be affected by the proposed work. Photographs must be clearly labeled and keyed to a site plan.
- ☐ Site Plan: For development which includes modifications to the site in addition to the building, the applicant shall provide scaled drawings prepared in accordance with UDO Appendix A, which depict at least the relationship of all buildings, secondary structures, driveways, sidewalks, fences, drains, lighting, and trees to the property line. Clearly identify the location of any and all proposed changes. Caliper of trees should be indicated as measured from four and a half feet (4.5') above the earth's surface.
- ☐ Historical Documentation: If available, provide copies of historic photographs of the property in question, along with a list of any known previous alterations to the property (and the approximate date of those alterations). If the property is already listed on the National Register of Historic Places or is a designated Local Historic Landmark, include a copy of the nomination text for the property.

See Attachments

**CERTIFICATE OF APPROPRIATENESS FOR MAJOR WORK Application  
for Roof Work in Historic District  
Checklist Supporting Document**

Submitted by: **Professional Office Group, LLC**  
756 W King Street, Boone, NC 28607  
PIN: 2900798564000

**I. Written Description of Proposed Work**

The repair work described on this Written Description of Proposed Work is for the lower roof work, skylight removal, and reshingle project at 756 W. King Street in downtown Boone, because the repair portions of the roof are visible from King Street, and it therefore requires a Certificate of Appropriateness for Major Work application to be filed under the Town of Boone's Downtown Historic District regulations.

**Work Description:** The project involves lower roof and skylight leak maintenance & repairs to tear out six home-made 6' x 12' skylight glass panels that have multiple leaks between the skylight panels as well as along the perimeter flashing around the entire 6' x 12' skylight, and then add new framing, sheathing, and asphalt shingles to reroof the skylight area in conformity with the rest of the building's existing shingled roof. The repair area is on a lower sloped middle section of the shingle roof that covers the building's inside stairwell atrium. The repair area is visible from King Street. Once the skylight is removed and replaced with a shingle roof, the building will be more in conformity with other buildings and roofs in the downtown historic area of King Street than it was previously with its 6' x 12' skylight.

**II. Design Standard References**

While located within the Downtown Historic District of Boone, the commercial building located at 756 W. King St is not a historic property as it was built in 1981 and has a modern architectural style which was designed by a local architect and prior owner, Ray Howell. It has no common commercial historical architectural features which are intended to be preserved in the Historic District. In addition, the building's modern steeply sloped roof and raised skylights were not common architectural elements used on commercial buildings during the 1910-1960 historic period. The lower skylight cannot be replaced with a similar skylight as it was home-made and there are no commercial similar six pane skylights available for purchase. It cannot be repaired as is, nor can another one be built to replace it by our local window glass company. There is no need to replace the lower home-made roof skylight with another skylight to provide adequate stairwell lighting as the interior stairwell area already has large glass windows which front the building's entrance foyer and abundant inside electric lighting.

The lower roof repair and skylight removal area is visible from King St, but the repairs and skylight tearout are necessary for the safety of clients and employees who work in the building. Whenever it rains, the lower skylight continuously leaks rainwater onto the building's

inside slate foyer floor which is slippery when wet, contributing to multiple slip and fall injuries. The 6 paneled glass home-made skylight cannot be replaced with a similar skylight as none can be bought nor fabricated. Replacement skylights that can be purchased will not look at all similar to the lower skylight that is being removed, and would change how the front roof looks from the street even more than reroofing it with asphalt shingles.

In reference to suggestions in the Design Standards:

1. For storefronts, upper facades, side elevations, and rear elevations, there are no historic elements to be preserved; there are no historic items that need to be reconstructed; there are no historic materials or features being destroyed in the repairs; the contemporary 1981 design of the building after the repairs will have the same compatibility with the surrounding historic area as it did before the repairs; no facade windows are being removed and being replaced with modern materials not already existing on the building; no historic facades are being covered up; no historic painted advertisements exist on the building so none are affected by the repairs; facade details are being repaired using materials, composition, design, color and visual qualities that conform to the existing building and its neighboring buildings; and no utility lines nor mechanical equipment, pipes, etc, are involved in the repairs, so public screening from view is not an issue.
2. The architectural components and details on the building located at 756 W King Street don't have historical characteristics that need to be preserved due to it being constructed in 1981; there are no character-defining features such as cornices, friezes, or moldings on the building to protect; the repairs are not covering up or replacing any historic features; the repairs and replacement materials will be the same type, color, design, and style that already exist on the building; and there are no historic architectural metals being removed or placed.
3. Foundations are not involved in any of the repairs, so this section of the Design Standards isn't necessary to be addressed.
4. Masonry brick exterior walls exist on the building at 756 W. King St, and they will not be altered, removed, painted, covered up, nor affected by any of the repairs, so this section of the Design Standards isn't necessary to be addressed.
5. Wood exterior walls don't exist on the building at 756 W. King St, and none will be altered, removed, painted, covered up, nor affected by any of the repairs, so this section of the Design Standards isn't necessary to be addressed.
6. Windows, doors, and awnings on a historic property are not involved in any of the repairs at 756 W. King St, so this section of the Design Standards isn't necessary to be addressed. While the lower roof repair involves removal of an existing deteriorated home-made 6 panel glass skylight which some might refer to as a roof window, the reason for the skylight tearout is safety related to minimize slip and fall accidents of clients, visitors, and employees in the building, due to excessive active water leaks. Aesthetics of the roof line won't be adversely affected by

removal of the lower skylight as reshingling the roof with the same shingles that are already on the existing roof will add to its conformity with other shingled roofs in downtown Boone.

7. The Roof of the existing building is being repaired as routine maintenance due to persistent leaks that are affecting the safety of the building, its users, visitors and occupants. The existing form of the roof and its pitch is not being changed by the proposed repairs, and as it is not a historic property, it is not imperative to retain the current roof design with the lower skylight. The lower roof skylight needs to be removed completely as it is home-made and can no longer be repaired, nor are commercial similar skylights available in that size and configuration for purchase. For safety reasons and to prevent repeated leaks, the roof is being resingled to conform with the rest of the building's roof and the roof pitch is not being affected. No soffits, dormers, eaves, gables or other roof components are being added to the building nor are other roof areas affected or involved in the repairs.

The roofing components being repaired will have no impact on ventilation as the affected skylight is fixed and non-opening, so there will be no before and after changes in ventilation. No tar or roofing cement is planned to be used in lieu of flashing, and no rooftop additions are being added as part of the repairs. The deteriorated areas at the lower roof leak section will be replaced with the same materials or materials that are compatible with the existing composition, size, texture, pattern, shingles, and colors on the building and its roof. No metal gutters or downspouts are being affected by the repairs and flashing materials will blend in with the existing roof color. There is no terracotta tile on the building at 756 W. King St, so that won't be affected by any of the repairs.

8. The entrances, porches and balconies are not being affected by the repairs so this section of the Design Standards doesn't need to be addressed. Controlling roof runoff of rainwater and snowmelt necessitates using the asphalt shingles to reroof the lower section as a safety measure. Using the same shingles to reroof the skylight area will actually make the building conform better with other buildings in the downtown area, than would insertion of a new and different skylight.

9. Paint and paint color are not involved in any of the repairs so this section of the Design Standards doesn't need to be addressed.

10. Utilities and energy systems in the building are not involved in any of the repairs so this section of the Design Standards doesn't need to be addressed, as there is no mechanical equipment, ductwork, solar collectors, HVAC systems, plumbing vents or piping being affected or added.

11. Accessibility, health, and safety considerations are the main reasons for the designated repairs, upper skylight replacement, and lower skylight removal as wet floors due to uncontrollable roof leaks contribute significantly to slip and fall accidents, as well as to degradation of the building. No new fire escapes nor wheelchair ramps, exits or stairwells are being added or relocated in the building.

12. Substitute or artificial materials are not planned to be used in the repairs and replacements as

the same materials and shingle brand and color, design, type and style will be used, so this section of the Design Standards doesn't really apply.

13. There are no additions to the existing building at 756 W King St being planned, so this section of the Design Standards doesn't apply.

14. There is no new construction planned for our commercial building at 756 W King St as it is an existing building constructed in 1981, so this section of the Design Standards doesn't apply.

15. The building height, width, spacing, and setback requirements for our commercial building at 756 W King St aren't being changed or affected so this section of the Design Standards doesn't apply.

### **III. Photographs**

Multiple photographs and/or plans of the lower affected building roof area for the repairs are included with this Statement of Conformity for Major Work application.

### **IV. Site Plan**

A survey which shows the building improvements and entire property at 756 W King St is included with the Statement of Conformity for Major Work application.

### **V. Historical Documentation**

There is no known historical documentation regarding the commercial building at 756 W. King St as it is not a historic building and was constructed in 1981.

### **VI. Owner Authorization**

The building owner is the entity applying for this Statement of Conformity for Major Work and it hired Greene Construction who filed and obtained building permit # 24-0436. If a pre-application meeting with a Project Manager Liason is required, it can be conducted with the LLC Building Owner's Asst Manager, Linda L. Johnson or with Cliff Baldwin, the Project Manager with Greene Construction.

Submitted by: Professional Office Group, LLC, with Linda L Johnson, Asst Manager



8/30/2024



## ORDER

Greene Construction Inc.  
525 George Wilson Rd  
Boone, NC, 28607  
License #: 1610

Attention: Linda Johnson  
Company: Miller and Johnson Law Firm  
Address: 756 W King St.  
Boone, NC, 28607  
Email: lljboone@yahoo.com  
Phone: (828) 264-1125

Project: Linda Johnson Repairs  
Project #: 24115  
Estimator: Cliff Baldwin  
Phone: (828) 264-2611  
Date: 08/07/2024

### Change Order Request Breakdown

| Description                         | Total Estimate     |
|-------------------------------------|--------------------|
| Contract                            | 13,619.96          |
| COR #1 - Remove Boom Lift           | -2,020.32          |
| COR #2 - Remove Skylight and Infill | 7,120.59           |
| <b>Total Estimate</b>               | <b>\$18,720.23</b> |

### This Change Order Request Includes The Following Items

Location:  
756 W King St.  
Boone, NC 28607

- COR #1 - Remove Boom Lift *Upper Roof Left Proposal*
  - It was determined a lift would not be needed.

- COR #2 *Lower Roof Left Proposal*
  - Demo existing 6x12 skylight above front doors, and add framing and sheathing for roof over
  - Roofing labor and materials to cover, including underlayment and lacing shingles to surrounding areas.
  - Install, finish and paint drywall below framing.
  - Includes dust protection and hauling off of debris.

Communication: Exhibit 2 - Description of Work - Professional Office Group (Case A24-0698 Professional Office Group - COA)

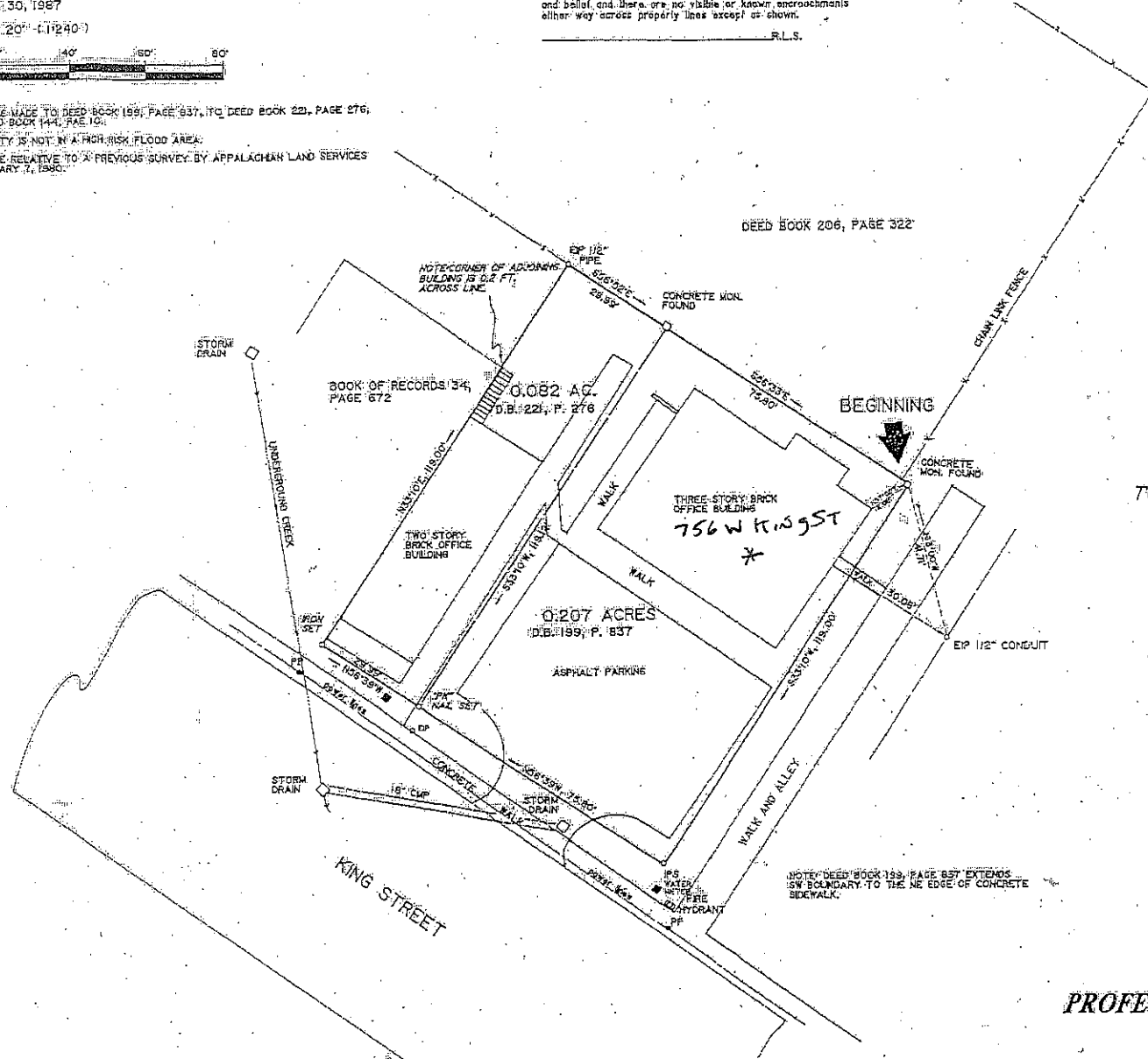
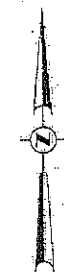
DATE: APRIL 30, 1987  
SCALE: 1" = 20' (1240')



- NOTES
1. REFERENCE IS MADE TO DEED BOOK 199, PAGE 937, ITS DEED BOOK 221, PAGE 276, AND TO DEED BOOK 144, PAGE 19.
  2. THIS PROPERTY IS NOT IN A HIGH RISK FLOOD AREA.
  3. BEARINGS ARE RELATIVE TO A PREVIOUS SURVEY BY APPALACHIAN LAND SERVICES DATED JANUARY 7, 1980.

To all parties interested in title to premises surveyed: this is to certify that this map was drawn from an actual survey made on the ground and is correct to the best of my knowledge and belief, and there are no visible or known encroachments either way across property lines except as shown.

R.L.S.



TOTAL AREA IS 0.289 ACRES  
(12,595.40 SQ. FT.)  
BY COORDINATE GEOMETRY

A SURVEY FOR  
PROFESSIONAL OFFICE GROUP

P I J II

Roof Repair Area  
with skylight  
removal  
Shingle + F.V.

|             |                         |      |
|-------------|-------------------------|------|
| Drawn By:   | Revisions / Submissions | Date |
| E. JONES    |                         |      |
| Checked By: |                         |      |
|             |                         |      |

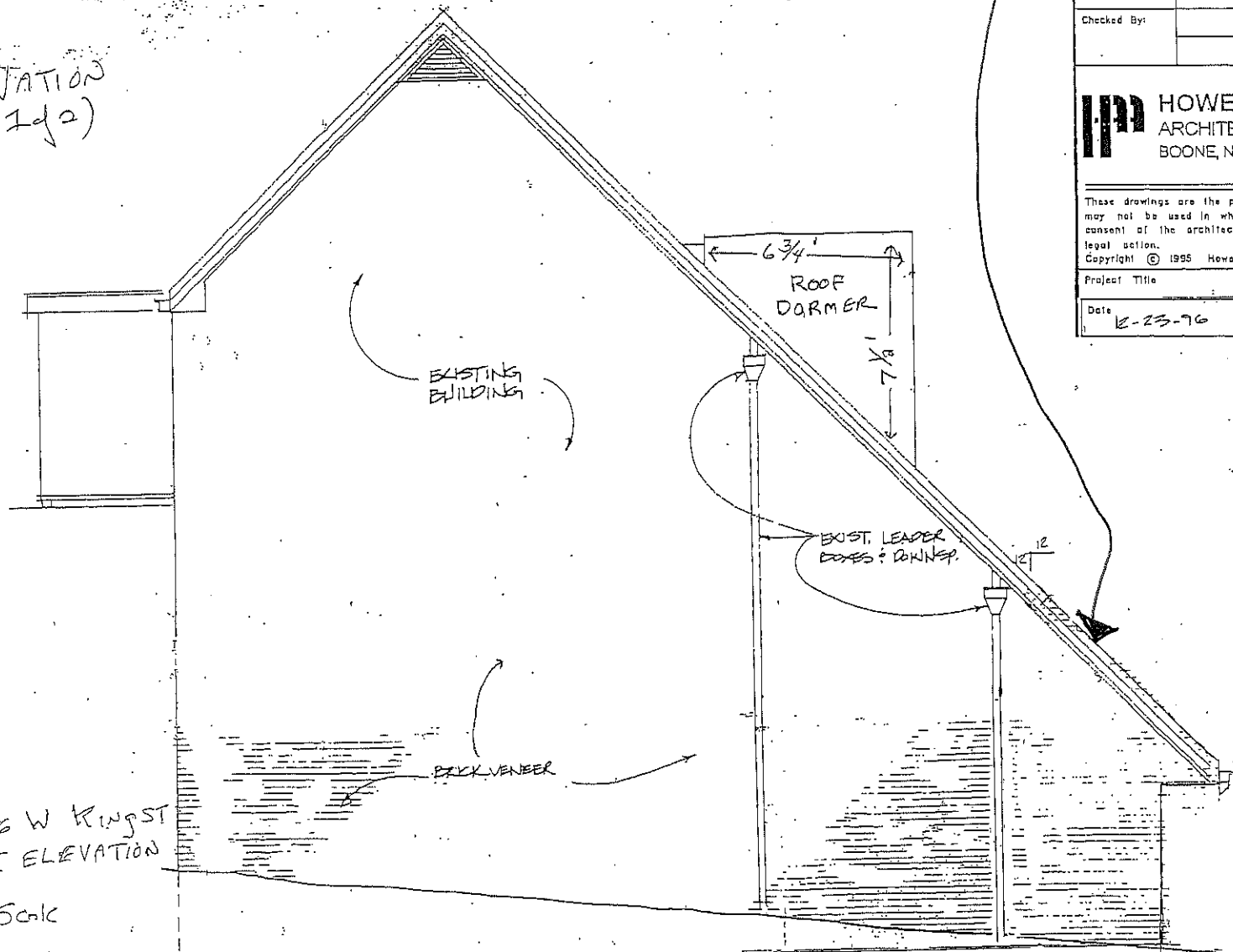
**HOWELL ASSOCIATES**  
ARCHITECTS  
BOONE, NORTH CAROLINA AIA

These drawings are the property of the architect and may not be used in whole or in part without written consent of the architect. Violators are subject to legal action.  
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Project Title

Date: 12-23-76 C.E. CLEMENT

ELEVATION  
(P. 1 of 2)



Approx bldg.  
Footprint is  
56' x 42'  
Front Sides  
Rear

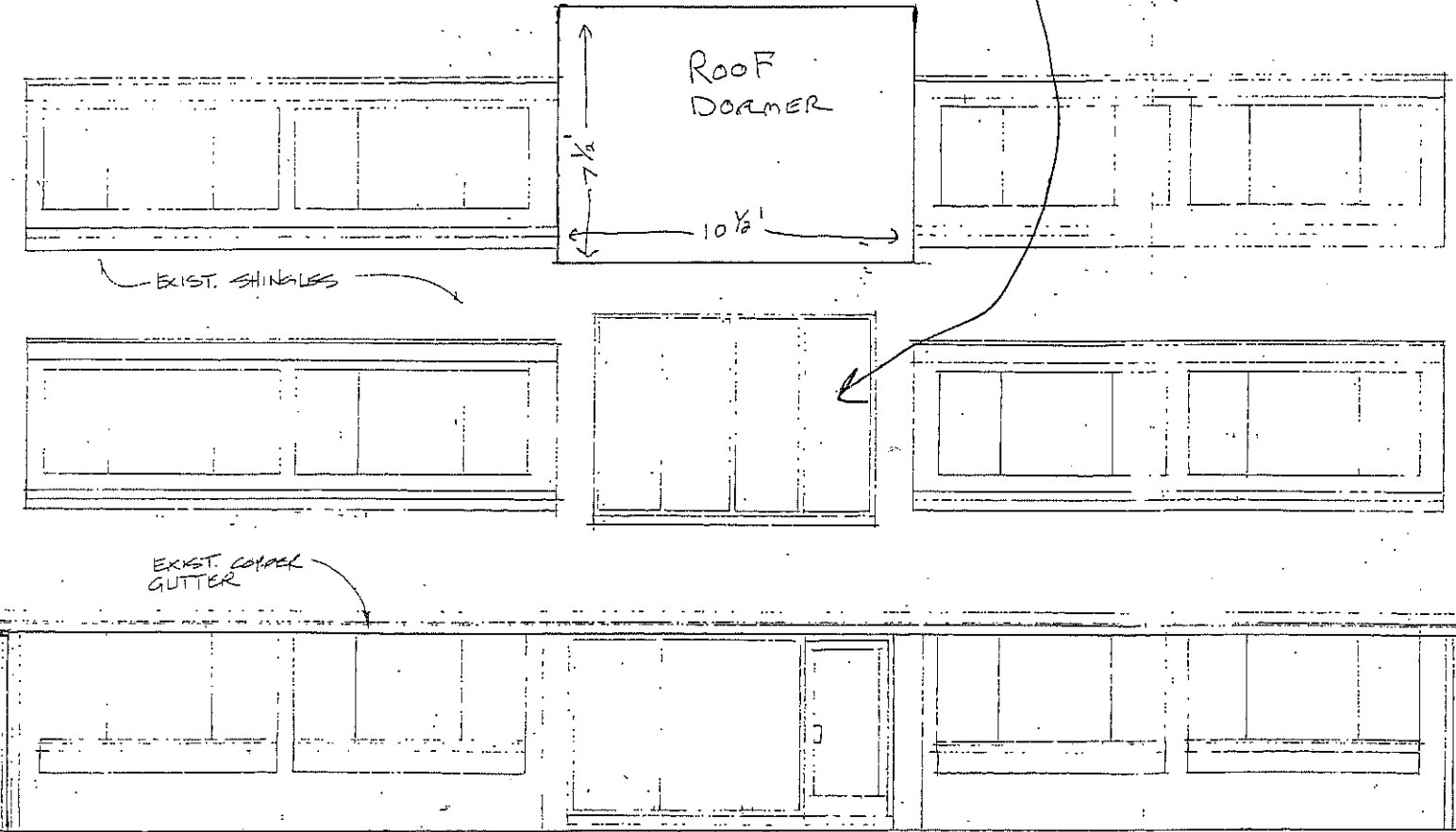
756 W KING ST  
WEST ELEVATION

1/4" = 1' SCALE

P II f II

1/4" = 1' SCALE

ELEVATION  
(P. 2 of 2)



LOWER ROOF  
REPAIR AREA with  
SLYGLIST TEAROUT &  
RESHINGLE

Top of Building

South  
ELEVATION  
756 W H  
ST.

Approx 3 STORY  
Bldg Height 15' 3"

|             |                         |
|-------------|-------------------------|
| Drawn By:   | Revisions / Submissions |
| 15 JONES    |                         |
| Checked By: |                         |

**HOWELL ASSOC ARCHITECTS**  
BOONE, NORTH CAROLINA

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Project Title

Date

Photo  
1 of 1

Exhibit 4



LOWER roof/skyLight LEAK

PROFESSIONAL OFFICE GROUP LLC  
756 W KING ST BOONE NC 28607

AERIAL PHOTO OF  
LOCATION SHOWING  
PLANTINGS, TREES, PARKING,  
CURB & GUTTERS, ETC OF 756 W KING ST

Home

Property Records

Parcel Layer File Download

County Website

Contact Us

Summary

Profile

Owner

Sales

Residential

Commercial

GPV

Land

Sketch

Full Legal

Agricultural

Map

Parcel Tree

Values

Comments

PARID: 2900798564000  
PROFESSIONAL OFF GROUP LLC,

Roof Repair  
Site Location



TAX map AERIAL photo  
of 756 W. King ST

PIN: 2900798564000

**Town Of Boone, N.C.**

Geographic Information Systems

Downtown Boone Local

Historic District Map

OWNER:

756 Professional  
W KING ST. OFFICE GROUP  
LLC

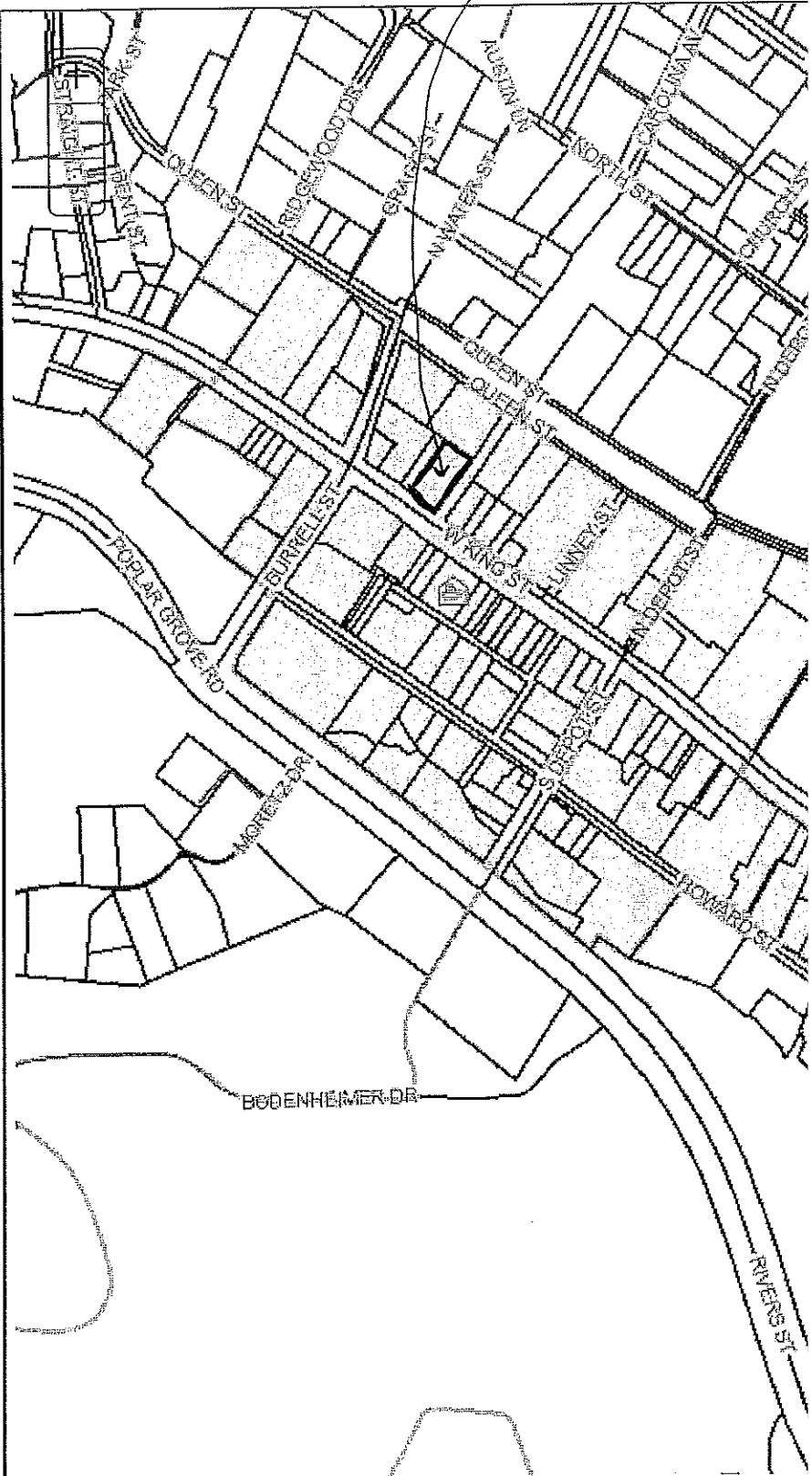
Search

Results

Layers

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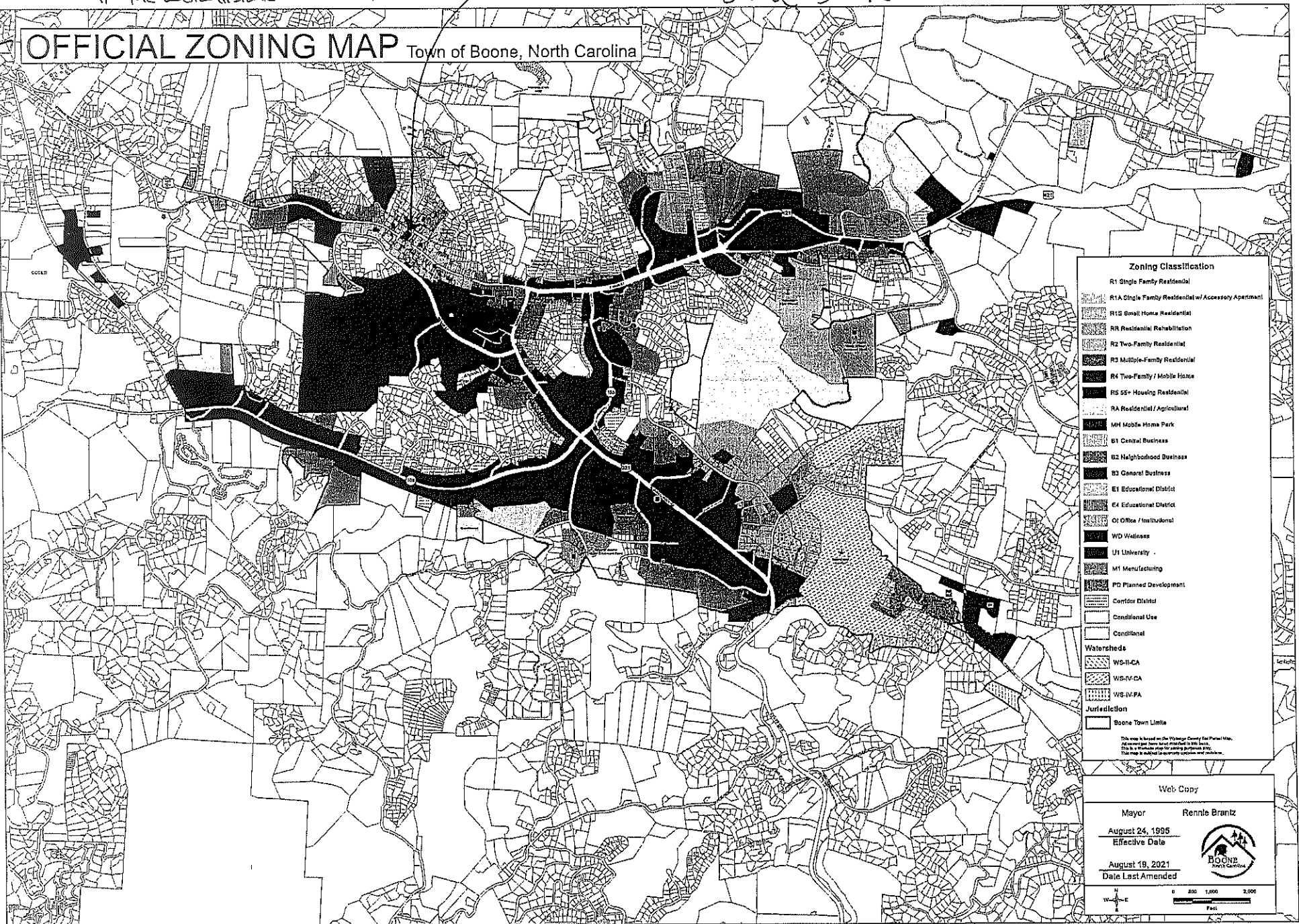
- ☒ ☐ Boone Fire Stations
- ☐ ☐ Hydrants
- ☐ ☐ Protection Class 2 (Boone Town Limits)
- ☐ ☐ Protection Class 3 (Within 5 Miles Of A Station)
- ☐ ☐ Protection Class 9
- ☒ ☐ Street Labels
- ☒ ☐ Streets
- ☐ ☐ Greenway Trail
- ☐ ☐ Sidewalks
- ☐ ☐ Boone Fire District
- ☐ ☐ Boone Town Limits
- ☐ ☐ Structure Address Labels
- ☐ ☐ Zoning Labels
- ☐ ☐ Watauga County Parcel Labels
- ☒ ☐ Parcels
- ☐ ☐ Structures
- ☐ ☐ Primary Fire District
- ☐ ☐ Municipal Service District
- ☐ ☐ Police Reporting District
- ☒ ☐ Downtown Boone Local Historic District
- ☐ ☐ Neighborhood Conservation Districts
- ☐ ☐ Viewshed Protection Area
- ☐ ☐ Floodplain



8393  
**ZONE B-1 Downtown Core**  
 in the Local Historic District

LOCATION of 756 W King ST  
 owned by Professional Office Group LLC

# **OFFICIAL ZONING MAP** Town of Boone, North Carolina





**Staff Report**  
**December 10, 2024**  
**Case A24-0698 – Professional Office Group - Certificate of Appropriateness for Major Work**

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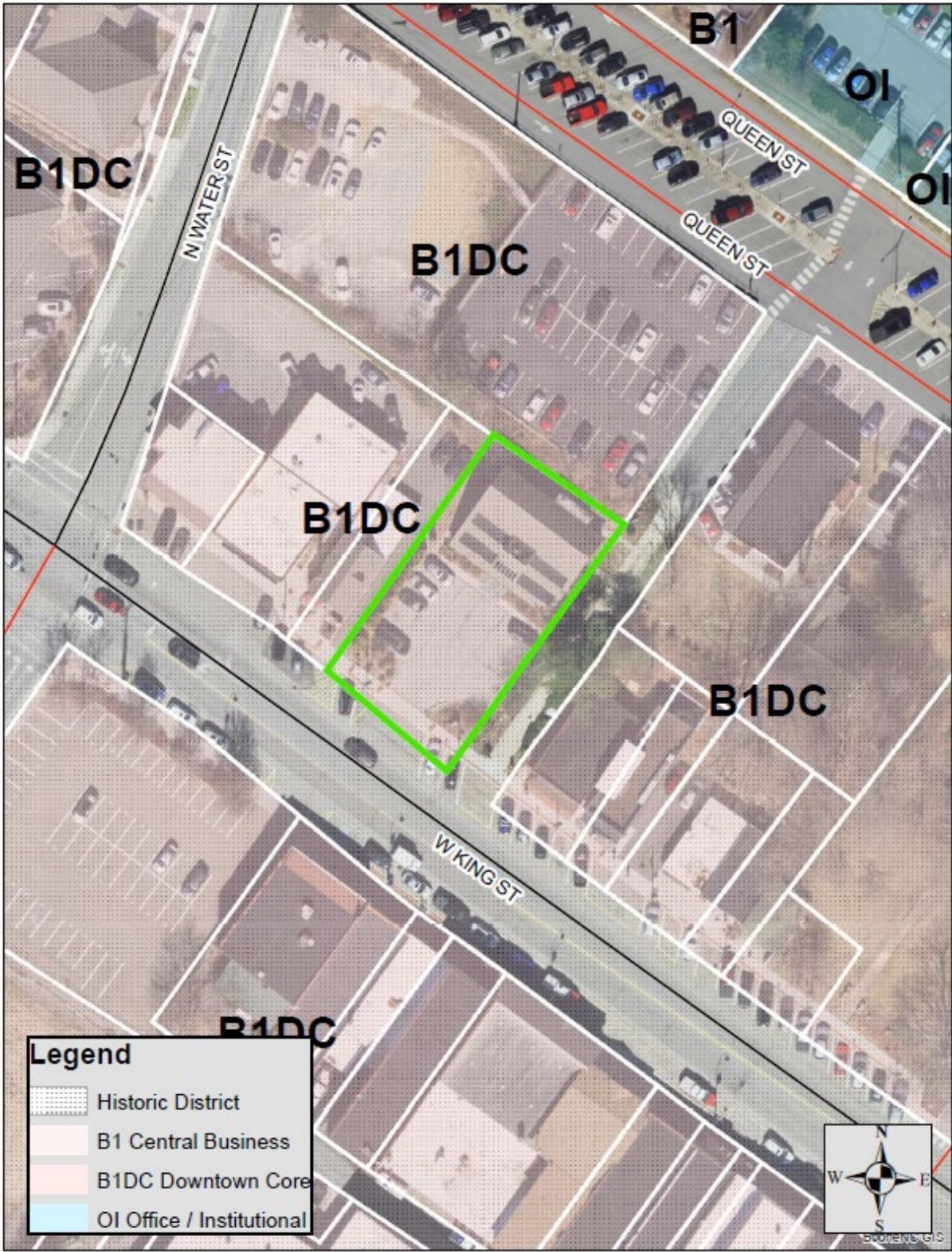
**Request**

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 façade roof to remove the existing skylights from the building. The subject property is outlined in green on the Zoning Map located on page two.

The Table of Minor Work and Major Work, located in both UDO Article 8, Subsection 8.05.03 and Appendix D, requires the applicant to obtain a (COA) for the modification of a roof that is part of the primary façade.

*Staff Notes* can be found throughout the report marked in ***bold green italicized text***.

Zoning Map



Parcel Information

|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Address:            | 756 West King Street                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Property Owner:     | Professional Office Group, LLC                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Watauga County Pin: | 2900-79-8564-000                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Lot Size (Total):   | 0.24 Acres                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Jurisdiction:       | Town Of Boone                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Access:             | West King Street (NCDOT)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| SFHA:               | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Watershed District: | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Corridor District:  | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| NCD:                | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Viewshed:           | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Steep Slope:        | Yes, small portion in the northeast corner of the property.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Very Steep Slope:   | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Current Zoning:     | <p>B1 Downtown Core, Downtown Boone Local Historic District Overlay</p> <p>The B1 Downtown Core, together with the B1 Downtown Interface District encompass the Town of Boone’s downtown area and represent, in large measure, the remaining vestiges of the Town’s historic character. Regulations in these districts are intended to preserve and maintain a small town, high country atmosphere. Preservation and adaptive reuse of existing historic buildings are encouraged and new construction shall be appropriately scaled to be sympathetic to the existing built environment. Design and regulatory standards for these districts reinforce the character of the downtown as a pedestrian friendly area by encouraging architectural solutions that are visually interesting, and are compatible in scale and character to the surrounding area. To help accomplish this, the area is divided into two (2) districts, each with its own character and scale which contribute to the overall vitality of the downtown area. Identification of the district this parcel is located in is listed below:</p> <ol style="list-style-type: none"><li>1. B1 Downtown Core District: The Downtown Core District is the center of the downtown area and contains the greatest concentration of historic commercial buildings. This district establishes a continuous building facade at the street frontage to strengthen the identity of downtown as a pedestrian destination where pedestrians feel comfortable through the careful selection of building materials, human scale design, and ground floor fenestration. Standards in this district reinforce the historic nature of the existing built environment through regulation of appearance, height, scale and mass.</li></ol> <p><i>Staff Note: The Downtown Boone Local Historic District is an overlay district, which is a district that overlaps, in this case, the general use B1 zoning district contains standards in addition to the underlying general use district zoning standards. Where requirements conflict, overlay district standards supersede.</i></p> |

| Zoning & Use of Adjacent Properties |                                                          |                                 |
|-------------------------------------|----------------------------------------------------------|---------------------------------|
|                                     | Adjacent Zoning                                          | Adjacent Land Use               |
| North                               | B1 Downtown Core, Downtown Boone Local Historic District | Government Use – Parking Deck   |
| East                                | B1 Downtown Core, Downtown Boone Local Historic District | Multi-family Mixed-Use          |
| South                               | B1 Downtown Core, Downtown Boone Local Historic District | Commercial, Restaurant          |
| West                                | B1 Downtown Core, Downtown Boone Local Historic District | Business or Professional Office |

### Recent Zoning History

**08-27-2024** The Town of Boone Planning & Inspections department issued a Statement of Conformity for the replacement and repair of a skylight that was not visible from the primary facade. The scope of work included the replacement of the skylight and repair of the area around it.

### Zoning Analysis (B1 Downtown Core)

The following UDO requirements are required to be met for the proposed removal of skylights with a replacement roof to be re-shingled unless superseded by any requirements of the Downtown Boone Local Historic District overlay.

The proposed use, 11.14 Business or Professional Office, is allowed by-right in the B1 Downtown Core zoning district. Only those conditions which affect (or could potentially affect) the exterior façade(s) of the development and thus be relevant to the COA process and will be listed here. See staff notes in relevant sections below.

**Roof:** Per UDO Subsection 25.02.03 (G) Publicly visible pitched roofs shall be articulated by features in accordance with the following schedule. Features shall be in proportion to the roof area where they appear. Features include:

Table C  
Feature Schedule – Roof Areas

| Roof Area                                              | Number of Features Required |
|--------------------------------------------------------|-----------------------------|
| Less than 1200 ft <sup>2</sup>                         | 0                           |
| 1200 ft <sup>2</sup> to less than 1600 ft <sup>2</sup> | 1                           |
| 1600 ft <sup>2</sup> to less than 2400 ft <sup>2</sup> | 2                           |
| 2400 ft <sup>2</sup> +                                 | 3                           |

**Staff Note:** Existing features on the roof include: windows, horizontal offsets of the roof, and a vertical offset. These features would meet the required features for the existing roof area.

### Architectural Survey/Designation Report Information

The following three documents are central to the Downtown Boone Local Historic District:

1. [Comprehensive Architectural Survey of Downtown Boone, NC – Final Report](#)
2. [Report and Recommendation for the Designation of the Downtown Boone Local Historic District, Boone, NC](#)
3. [Downtown Boone Local Historic District Standards](#)

The designation report (#2 above), was created using the architectural survey of the downtown area (#1 above) and recommended the Downtown Boone Local Historic District area be designated as a historic overlay district; and the Downtown Boone Local Historic District Design Standards, which are outlined in a separate document (#3 above), are to be applied by the HPC when it considers applications for Certificates of Appropriateness for proposed development within the historic district.

**Inventory Classification**

The following information has been taken from the designation report (page 69). The property inventory found within the report was specifically written to assess the contributing significance and integrity of the district’s resources. Integrity, as determined was based upon the following:

- 1. design integrity, meaning the building’s relationship to its original appearance or altered appearance during the period of significance;
- 2. material integrity, meaning the building’s relationship to original materials during the period of significance or replacement materials that mimic the appearance of original materials during the period of significance;
- 3. locational integrity, meaning the building’s relationship to its original location during the period of significance;
- 4. integrity of association, meaning the building’s relationship to its original or adapted use, function, and purpose during the period of significance; and
- 5. integrity of relationship to the district as a whole, meaning the building’s historical importance to the development of downtown Boone’s commercial district during the district’s four periods of growth within the period of significance (1918-1964).

**Inventory Classifications:**

- CA:** Contributes to the character of the district based on architectural significance
- CH:** Contributes to the character of the district based on historical significance related to events or individuals associated with the property
- NC:** Non-contributing property
- VL:** Vacant lot

**Designation Report**

The Designation Report summary is included on the right (in blue), and the full Architectural Survey summary is included below.

*Staff Note: The subject property was not classified during the report due to its age as a newer construction.*

**Architectural Survey**

**Methodology Excerpt, pages 8-9**

*Staff Note: Staff provides an excerpt from the Architectural Survey with the property bolded for reference.*

... During the architectural survey Dr. Plaag instructed technicians to rule in those properties that appear to be built before 1980 and rule out those properties to that appeared to be more recent additions.

...

*No Survey Number – Clement Law Offices – 756 West King Street (2900-79-8564-000)*

*This three-story, ski-chalet-type building set back substantially from West King Street toward the back of the lot is believed to date to the 1980s and was not surveyed by the survey team.*

As a result of this strategy, several buildings were eliminated from consideration. These include the multi-story law office building at 890 West King Street, **the multi-story law office building at 756 West King Street**, the Watauga County Library at 140 Depot Street, a 2014 building at 494 West King Street, ASU's Beasley Media Complex on Rivers Street, the Casey and Casey Law Office at 891 West King Street, and a number of empty lots scattered throughout downtown that are listed as separate parcels but contain no structures or buildings.

#### Library of Congress - Sanborn Fire Insurance Maps (Not Applicable)

The Library of Congress has made Sanborn Fire Insurance Maps from 1928 and 1947 accessible. As these years fall within the historic district's period of significance (1918-1964), these maps will be used when the property in question, or area of the property in question, can be viewed within these maps. The content of the Library of Congress online Sanborn Maps Collection is in the public domain and is free to use and reuse.

**Staff Note:** *The Law Office Building at 756 West King Street was constructed in 1981, according to Watauga County tax records, thus it is not included on the Sanborn Fire Insurance Maps.*

#### Downtown Boone Local Historic District Design Standards and Handbook Analysis

##### Narrative

Relevant design standards from UDO Appendix D, Downtown Boone Local Historic District Design Standards and Handbook, Design Standards for Commercial Properties within the District, are outlined below. These Standards for Commercial properties are intended to address many of the most common issues to arise during renovations, additions, and new construction in the District. Where the Standards are silent on a particular issue or concern, the HPC will rely upon the Secretary of the Interior's Standards for Rehabilitation to guide their review of the proposed work under the COA process and any subsequent recommendations.

**Staff Note:** *Please note that many of the standards listed below generally only apply to "historic buildings, storefronts, materials, and elements". This property though located in the local historic district, is not an historic property due to its age of construction. However, the standards have been provided to provide context to the overall requirement for the renovations to be compatible with the rest of the district.*

##### Design Standards for Commercial Properties

##### "Commercial Property" Defined

A **commercial property** within the District is any property whose purpose-built function at the time of construction was primarily to serve a commercial, institutional, or governmental purpose or use. More specifically, commercial properties include 1) any building whose original configuration included commercial, institutional, or governmental uses on the ground floor accessed via the entrance(s) located on the primary elevation, even if residential spaces were available elsewhere in the building (such as a commercial block building with stores on the first floor and apartments on the second floor), or 2) any building with a garage bay or bays on the ground floor accessed via the entrance(s) located on the primary elevation and commercial, institutional, or governmental spaces located elsewhere in the building (such as a garage building with an office or store located on an upper floor or in the basement).

Any property within the District whose purpose-built function at the time of construction was to serve solely as a residence for long-term (greater than 30 days) occupants, even if the property currently serves

a commercial use, is still considered a residential property. For standards for residential properties, please see the “Standards for Residential Properties within the District” section elsewhere in this publication.

### **1. Storefronts, Upper Facades, Side Elevations, and Rear Elevations**

Downtown Boone is dominated by historic properties that reflect the commercial block architecture that was so common and influential during the period from 1910 to 1960 in many American towns and cities. In the case of the District, commercial block development began around 1919 and continued to the early 1960s. Central to this architecture is the importance of the storefront itself, whose familiar architectural details—large display windows, transom bars and windows, clerestory recessed entries, and prominent cornice and corbelling work—frequently signaled to customers not only the function of a business but also the quality of its wares. Many other elements—including projecting, flat awnings anchored to the façade with cables or steel rods, or fabric awnings amounted on metal frames, hinged or unhinged—provided customers with shelter from the elements while window shopping or otherwise enhanced the shopping experience. After 1950, many of these architectural details were removed, either in response to decay of these features or in an effort to “update” a building to the stylistic preferences of a later time. One such example is the Appalachian Theatre on West King Street, whose original Art Deco marquee and structural glass were removed during the late 1970s in response to safety concerns. Other elements—most notably transoms and clerestory windows, as well as the details of upper facades—were simply covered over and may still survive today underneath modern additions to the facades of many of Boone’s historic downtown properties in the District.

Similarly, secondary and tertiary elevations of many of Boone’s historic commercial properties are vital to the character and integrity of its downtown commercial district. Often, significant side (secondary) elevations are located on corner buildings adjacent to two or even three streets, but sometimes such details are visible on mid-block buildings separated from nearby buildings by an alleyway or a vacant lot. Many of these buildings retain original fenestration, entrances, brickwork, and/or advertisements (some of the “ghost ad” variety) that contribute in their own significant way to the architectural character of the downtown historic district. Similarly, rear (tertiary) elevations can possess many of these same characteristics and also reveal much about the history of a property because of their frequently utilitarian design intended for the workers, owners, and residents who most often saw these rear elevations.

In an effort to preserve what remains of the District’s historic commercial architecture and encourage the reconstruction or rehabilitation of elements that have been removed or covered over, the standards for storefronts, upper facades, and other elevations are intended to facilitate preservation and reconstruction wherever possible while also addressing new construction and its compatibility with the rest of the District.

- 1.1 Whenever possible, historic storefronts and storefront features such as entrance configurations, display windows, doors, clerestory windows, transom bars and windows, bulkheads, corbelling, cornice work, windows, stonework, stringcourses, structural glass, and other architectural flourishes should be retained and preserved. When repairing these features, retain and preserve in place original elements as much as possible. If repair is not possible, replace damaged elements with materials that match the originals in composition, design, texture, color, and other visual qualities.
- 1.2 When reconstructing an historic storefront, upper façade, or other elevation, use historical research and evidence as the basis for the design. Reconstructed storefronts should incorporate original dimensions, proportions, and architectural elements.

- 1.4 When original or early storefronts or upper facades no longer exist, are too deteriorated to save, or cannot be reconstructed based on the available documentary evidence, retain the commercial character and any salvageable architectural details through a contemporary design that is compatible with the scale, materials, color, style, design, and texture of the surviving and surrounding historic buildings.
- 1.5 Original upper facade windows should not be removed and replaced with modern materials, nor is the enclosing or bricking in of upper facade windows appropriate. When upper floor windows must be replaced, use new windows that match the original windows in configuration, appearance, and materials.
- 1.6 It is never appropriate to cover an historic upper facade. Whenever possible, non-historic coverings of upper facades, including metal, stucco, or faux mountain village fronts and porches, should be removed and underlying original architectural elements repaired and restored.

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## 2. Architectural Components and Details

Exterior architectural components, including door and window casings, storefront configurations, cast iron ornamentation, stone relief, cornices, columns, brackets, porch railings, soffits, fascias, roof configurations, trim details, architectural flourishes, and various joinery and surface patterns all contribute significantly to the character and historical integrity of properties located within the District.

Because many of these components are either irreplaceable or very expensive to reproduce, they should be maintained and valued in the same way that one might consider an important family heirloom or expensive antique furniture. In many cases, missing or damaged architectural details can be replaced with like items from salvage yards, antique shops, or mail order companies that specialize in replacement of historic architectural components. If such items cannot be replaced, many construction supply companies stock simulations of period architectural components that are approved by the Secretary of the Interior and the National Park Service as suitable historic replacements. In any event, before replacing any exterior architectural component, property owners should familiarize themselves with the architectural style and historic characteristics of their building to avoid introduction of inappropriate elements.

- 2.2 It is NOT appropriate to cover or remove rather than repair or replace in kind such features when they are deteriorated. If replacement is necessary, the new materials should match the materials being replaced in composition, design, texture, color, and other visual qualities. Original architectural features that are covered should be uncovered, exposed, repaired and/or restored, and maintained.
- 2.3 It is NOT appropriate to cover or replace historic materials with substitute materials, such as aluminum, vinyl, fiber cement board siding (or similar materials simulating the appearance of wood), or plywood panels. Architectural details that are not appropriate to the historic context and character of a building should never be added. At the same time, property owners should never use details from an earlier period to try to make a building look older than it is.

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## 6. Windows, Doors, and Awnings

The arrangement of doors and windows on an historic property is one of the most important elements of building design. It is imperative that these arrangements be preserved in order to maintain the integrity of individual historic properties and the integrity of the District. Because older windows and doors were not always designed with heating and cooling efficiency in mind, it is often tempting to property owners to replace these features with modern doors and windows. Despite the apparent advantages of doing so, replacement with modern doors and windows is often far more expensive than repairing existing historic doors and windows, and their use often completely destroys the integrity of the historic property in question. Furthermore, many companies are now producing “modern” wood replacement windows that replicate the appearance of their historic antecedents with fixed muntins but feature double-pane glass to assist with heating and cooling efficiency. The HPC reviews proposals for the use of modern wood replacement windows carefully to insure that muntin thickness aligns with the muntin dimensions of historic windows.

Boone’s downtown commercial historic district has also suffered from the installation of various architectural elements designed to simulate a “mountain village” appearance. These typically consist of large, wooden porch attachments or awnings that are not historically appropriate to the downtown area and its historic context. Metal and modern vinyl awnings have also appeared on some properties, disrupting the integrity of many of Boone’s historic commercial properties.

- 6.1 The pattern, arrangement, location, size, and shape of windows and doors contribute significantly to a building’s historic character, and their consistency within the district helps unify the buildings in context to one another. For this reason, it is always preferable to repair damaged windows and doors rather than replacing them. Furthermore, it is imperative that the fenestration pattern of the door and window openings on the building and of the doors and windows themselves (muntin width, number of lights per sash, etc.) be maintained when repairs to or replacement of elements is underway. It is never appropriate to introduce new features, such as vents, bays, windows, or door openings, in exterior walls if they diminish the historic character of the wall or damage historic materials.
- 6.2 Whenever possible, the original window and door hardware should be preserved and maintained, as these components are also vital elements of historic properties.
- 6.3 Whenever possible, other original window and door elements, such as sashes, glass, sills, frames, casings, weather-stripping, lintels, architraves, surrounds, and shutters, should be repaired rather than replaced. This includes sidelights and fanlights on both doors and windows, which are vital architectural elements that help identify the style and period of a particular property. Snap-in muntins are not historically accurate and should always be avoided.
- 6.4 Unless restoring the appearance of a building to its original, historic context, the pattern, arrangements, and dimensions of doors and windows on principal elevations should be retained. On tertiary elevations not visible from the street, new door or window openings should be proportionate to existing ones and include matching design elements.
- 6.6 In cases where historic windows are deteriorated or damaged beyond repair, replacement windows on historic properties must match the original, historic window casings, sash details, and muntin divisions. In most cases, this will mean the use of true, divided light sashes, rather than sashes featuring simulated divided lights. Grids between glass (GBG) windows, vinyl replacement windows, and windows made of fiberglass, aluminum, or other

materials that are incongruous to the District are not permitted. For new windows in new construction or an addition to an historic property, new windows may use simulated divided light sashes (with muntins permanently attached to the interior and exterior of the window panes and a matching space in between the glazing) that approximate the general appearance of windows in other residential properties in the District.

- 6.16 New construction, additions, and renovations to existing historic buildings or properties within historic districts should maintain established proportions and spacing of window and door openings.

## 7. Roofs

Among the most significant and important of the distinguishing characteristics of historic properties are the roof form and pitch, which are often essential to identifying the architectural style of a building. For this reason, it is imperative that every effort be made to preserve and maintain the original roof configuration and materials on historic properties, including dormers, turrets, balustrades, parapets, etc. While historic roofing materials should always be preserved whenever possible—especially if they consist of specialty roofing materials such as slate or tile—many roofing elements will require replacement due to deterioration and age.

Many of the commercial buildings in the District originally featured flat or gently sloping roofs behind a parapet wall along the primary elevation and sometimes the secondary elevations.

- 7.1 Significant changes to roofs of historic properties are not permitted, including the raising or lowering of pitch, the removal or alteration of widow's walks, dormers, turrets, balustrades, bargeboards, quarter round, cornices, corbelling, parapets, coping, dentil moldings, brackets, eaves, rafter tails, weather vanes, or lightning rods, the cutting back of roof overhang, and the replacement of historic roofing materials with modern materials that do not replicate the original appearance of the historic property's roof. Open rafter tails and similar roof trim elements should never be obscured by boxed soffits or similar treatments. Specialty roofing materials, such as tile or patterned slate, should never be replaced with composition shingles. Original roofing materials should never be covered or replaced with a different type of roofing material, such as installing a standing seam metal roof over a slate or asphalt shingle roof.
- 7.2 Whenever possible, deteriorated soffits, fascia, moldings, brackets, eaves, rafter tails, cornices, coping, and other important roof components should be repaired. If replacement is necessary, it should be completed using historic materials if possible, and at minimum with equivalent materials that replicate the appearance, configuration, size, scale, and composition of the original historic materials. Underlying roofing components are just as important. For example, tongue-and-groove soffit lumber should never be replaced with plywood, and whenever possible, damaged or deteriorated roof decking should be replaced with similar materials rather than modern materials that are not historically appropriate to the building.
- 7.3 Dormers and gables should never be added to the primary and secondary elevations visible from the street (unless replacing an historic element that had been previously removed) and should be added to tertiary elevations only when it can be shown that they are appropriate for the building style. The addition of dormers to commercial block buildings is especially

inappropriate and should be avoided on all occasions and reversed in cases where this change has already been made. Skylights, solar panels, power ventilators, and mechanical equipment should always be restricted to the tertiary portions of the roof or areas behind parapet walls and hidden from the street. Screening materials should never be erected on top of a roof to obscure such elements.

- 7.6 Deteriorated roof coverings should be replaced with materials that are compatible with the old in composition, size, texture, pattern, and color once the structural integrity of the roof decking is assured. If at all possible, the use of historic replacement materials for slate, clay tile, terra cotta, pressed metal shingle, and wood shingle roofs is always preferred over new materials. Unless historically appropriate to the building in question, or unless totally obscured by street view by parapets, white or very light roofing materials are not permitted. Exposed tarpaper rolls are never permitted as a roofing material.
- 7.8 Flashing materials should blend in color with the roof or chimney color. Whenever possible, historically appropriate splash blocks at the base of downspouts should be used to direct water away from the building's foundation. (Please note that the Town of Boone's storm water detention requirements may apply to the use of splash blocks.)

## **Design Standards for Historic Streetscapes, Landscapes, Monuments, and Other Resources in the District**

### **1. Streetscapes**

In contrast to the natural elements around which communities are often organized, historic streetscapes instead represent the built environment that defines the character, context, and components around which a community grows and evolves. Typically, buildings are the most obvious and dominant streetscape features, but this type of landscape includes other elements, including the spaces between buildings, private yards, alleyways and streets, sidewalks and other pedestrian elements, lighting, fences, public benches, retaining walls, monuments, public art, and street signage.

With regard to all streetscapes in the District, the following standards should be observed:

- 1.1 The form, scale, and massing of building facades located along public ways should be preserved.
- ...
- 1.15 Materials, architectural features, and entrance orientations of all historic buildings associated with historic streetscapes should be preserved and maintained. Non-historic architectural features, including promenades, porches, and other additions to buildings intended to create an imagined "mountain village" appearance that is not an accurate reflection of the District's historic buildings and streetscapes, should be removed and/or altered to more accurately reflect the context and history of Boone's streetscapes. When possible, public-private partnerships, including programs like the Main Street Façade Grant program, should be utilized to restore historic streetscape features.

### Automatic Conditions of Approval

The following conditions are automatically included and a part of any approval.

- 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.

### Historic Preservation Commission Procedure

In considering this application for a COA the HPC shall base their decisions solely on the basis of competent, material and substantial evidence entered into the record via the application packet and sworn testimony at the public hearing.

The question before the Historic Preservation Commission is whether or not the proposed development is congruous (i.e., in agreement, in harmony) with the special character of the historic district. If the proposed exterior modification is congruous, the Commission shall issue the requested COA. If the proposed exterior modification is incongruous (not in agreement, not in harmony) with the special character of the historic district, the Commission shall deny the requested COA. The Commission shall approve, approve with conditions, or the deny the COA by majority vote.

**Vote:** The proposed development ☐ is congruous OR ☐ is incongruous with the special character of the Downtown Boone Local Historic District and is approved subject to the following conditions (as warranted):

1. Conditions:

*Criteria for Conditions: The Commission may issue approval subject to reasonable conditions necessary to carry out the purposes served by the historic district (see G.S. 160D-940, 160D-947(a)). The purposes of the historic district are to (i) safeguard the heritage of the town insofar as the Historic District embodies important elements of the town's culture, history, architectural history, and/or prehistory, and (ii) to promote the use and conservation of the district for the education, pleasure, and enrichment of the residents of the town and/or the State as a whole, see North Carolina G.S. §160D-940, 944, 947(a).*

### Historic Photos

**Staff Note:** Planning Staff does not have historic photos for this property as it was constructed outside of the period of significance for the Downtown Boone Local Historic District.