Town of Boone
Historic Preservation Commission Advisory Meeting
3:00 PM, January 6, 2026
Planning & Inspections Conference Room
680 W. King St., Suite C
Boone, NC 28607

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.

Public Comment: To give public comment, you should appear in person at the physical location of this meeting. Persons who attend the meeting remotely via WebEx may be permitted to speak during public comment but are not assured of that opportunity.

WebEx Participation: To join online or by phone, email Planning and Inspections at planning@boonenc.gov or call 828-268-6960, and you will receive an email invitation. Requests must be submitted no later than one hour before the meeting begins.

I. Call to Order

II. Adoption of Agenda

III. Public Comment

IV. Approval of Meeting Minutes

1. December 2, 2025, HPC Advisory Meeting Minutes
2. December 9, 2025, HPC Quasi-Judicial Meeting Minutes

V. Approval of Written Decision

1. Written Decision for Case A25-0811 Ram's Rack - Certificate of Appropriateness

VI. Advisory Session Items for Discussion

1. Stoneman's Raid Interpretative Panel - Review Revised Draft Proof by Civil War Trails Marker Program

VII. Other Matters

TOWN OF BOONE
HISTORIC PRESERVATION COMMISSION
ADVISORY MEETING MINUTES
December 2, 2025, 3:00 pm
Planning & Inspections Department & WebEx Video Conferencing

Historic Preservation Commission Members Present: Vardell Smyth-Chair, Bettie Bond-Vice-Chair, Krystal Carter, Bennie Gaetano, and Melody Oxendine

Town Staff Present: Jessica Mitchell-Advanced Planning Specialist, Jane Shook-Director of Planning & Inspections (via WebEx from 3:00 pm until 3:25 pm), Lane Moody-Downtown Development Coordinator (via WebEx from 3:00 pm until 3:25 pm), and Brenda Henson-Board Clerk

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Call to Order

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

Adoption of Agenda

Commission Member Gaetano made a motion, seconded by Commission Member Carter, to adopt the agenda.

Vote: Aye – 4
Nay – 0
Absent – 1 (Carter)

The motion passed.

Discussion of Murals in the Historic District

Commission members received a handout with mural standards and information from other jurisdictions.

Jessica Mitchell, Advanced Planning Specialist, noted that, due to growing interest from downtown business owners in murals on their buildings, staff approached Town Council for direction on whether the current standards should be updated. Town Council requested input from the Historic Preservation Commission.

Jane Shook, Director of Planning & Inspections, stated that standards for murals in a historic district differ from those in other overlay or zoning districts. She added that, while providing some flexibility, preservation goals still needed to be met. She suggested creating different standards for contributing and non-contributing properties, considering historically and architecturally contributing buildings, in the historic district. Ms. Shook stated that mass, scale, and fenestrations (historic and modified) needed to be considered.

Vice-Chair Bond noted that murals on non-contributing buildings, when executed correctly, could reflect the area's history.

Ms. Shook stated that she and Ms. Mitchell would craft language to present to the HPC for review at their advisory meeting in January or February. She suggested creating a map to mark the architecturally contributing and non-contributing buildings.

Lane Moody, Downtown Development Coordinator, offered her assistance with data collection for the mural standards.

Ms. Shook and Ms. Moody left the meeting at 3:25 pm.

Public Comment

There was no public comment.

Approval of Minutes

Commission Member Carter made a motion, seconded by Commission Member Oxendine, to approve the November 4, 2025, Historic Preservation Commission Advisory meeting minutes.

Vote: Aye – 5
Nay – 0

The motion passed.

Review of Boone/Kraut Creek Historic Marker Draft Report

Ms. Mitchell noted that Commission Member Oxendine had made some grammatical changes to the report, and the word count of the proposed marker text in Option 4 changed from 147 to 140 words.

Chair Smyth referred to the first sentence of the draft marker text that read "The North State Canning Company, operating near here from 1923 to 1981, was managed by the Blue Ridge Farmers Association, established through the collective efforts of county agent John B. Steele". He suggested changing the wording because one person would not constitute "collective efforts." Everyone agreed to eliminate the sentence reading, "In 1978, the North State Canning Company, under the leadership of W.F. Miller Jr., was sold to Nina and Tom Ennis, who merged kraut production with their candy business, Nina-Menz". The last two words of the text, "and candy", should also be removed.

Commission members were provided with copies of an article entitled "Mountain Made Kraut: The Rise and Fall of Cabbage in the High Country" that ran in the October 2009 edition of the High Country Magazine. The article contained some information that differed from that in the draft report. After reviewing and discussing the article, members agreed that its validity should be verified. Chair Smyth noted that contact information was on the article and offered to contact the magazine.

Chair Smyth stated that Commission members should work on the following items before the next advisory meeting:

- Verify the validity of information in the article
- Rework the first sentence of the draft marker text to reflect accurate names of parties involved
- Determine why there was a lull between 1925 and 1928
- Determine who was responsible for creating and owning the kraut factory throughout the years, to be contained in the marker report

At the end of the discussion, the proposed marker text for Option 4 read as follows:

> The North State Canning Company, operating near here from 1923 to 1981, was managed by the Blue Ridge Farmers Association, established through the collective efforts of county agent John B. Steele. 125 local farmers and businessmen contributed to the factory's construction. At its peak, the company produced over 24,000 cases a day and approximately 3,000 tons of kraut products annually. The factory became an essential part of the local economy, the number one kraut producer in the state, and sold throughout the Southeast. Between the pungent smell from production and periodic discharges into Boone Creek, the waterway gained the nickname "Kraut Creek." In 1981, the factory shut its doors and ceased production of kraut.

Members also discussed previously shared research that was distributed in past meeting packets. Ms. Mitchell said she would locate that information to include in the next meeting packet, which would include historic newspaper articles and property deeds.

Stoneman's Raid Interpretative Panel Draft Design Proof by Civil War Trails Marker Program

Ms. Mitchell directed Commission members to the marker design proof from Civil War Trails (CWT) in the meeting packet. She asked for any suggested changes and noted that neither the funding partners nor the Town Council had seen this proof yet.

Vice-Chair Bond asked what the arrows with wavy lines were. Chair Smyth replied that they indicated the retreat of the Home Guard.

After some discussion, the following changes were suggested:

- Identify arrows with wavy lines as Home Guard retreat
- Move parenthetical identifiers (Wartime) and (Site of today's Post Office) to the inset map
- Identify the red boxes in the inset map as troop fallback locations
- Add College Street identifier to map
- Change Keogh to Union Calvary
- Change Home Guard to Confederate Home Guard

Ms. Mitchell stated she would forward the suggested changes to CWT for revisions.

HPC Work Plan Review for Fiscal Year 2026-2027

Ms. Mitchell referred to the annual work plan for HPC contained in the meeting packet. She noted that Staff would hold an annual planning retreat with the Town Council in January, during which the HPC work plan would be discussed. Ms. Mitchell reviewed the work plan. She stated that she would check with Ms. Ziegler regarding the status of the Jones House report. She noted the ongoing items and suggested that the Staff ask for further direction on the Town Council-directed tasks included in the work plan.

Vice-Chair Bond commended Ms. Mitchell and Ms. Shook for their hard work and leadership.

Commission members suggested no changes to the work plan.

Other Matters

Ms. Mitchell noted that CLG reporting was due this month and that she would begin the process to get it submitted before Christmas.

Ms. Mitchell explained that the Statement of Conformity reports would be moved from the advisory meeting agendas to the quasi-judicial meeting agendas.

Beginning in January 2026, paper packets will no longer be furnished to Commission members. Ms. Mitchell asked that everyone with access to a device bring it to the meetings to access the packet material.

Ms. Mitchell provided a friendly reminder to Commission members to let the board clerk know in advance whether they would be attending HPC meetings so a quorum could be ensured.

Vice-Chair Bond reminded everyone of the Jane Austen celebration on December 13, 2025, at the public library, and the showing of Pride and Prejudice at the Appalachian Theatre on December 16, 2025.

Commission Member Gaetano reminded everyone of the book sale this weekend at the public library.

Commission Member Oxendine announced an exhibit at the Jones House on December 6, 2025, entitled "A Seat at Our Table: Community and Appalachian Food Traditions."

Adjournment

Commission Member Carter made a motion, seconded by Commission Member Oxendine, to adjourn the meeting at 4:54 pm.

Vote: Aye – 5

Nay – 0

The motion passed.

_____ _____

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

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TOWN OF BOONE
HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
DECEMBER 9, 2025, 3:00 PM
Planning & Inspections Department & WebEx Video Conferencing

Historic Preservation Commission Members Present: Vardell Smyth-Chair, Krystal Carter, Bennie Gaetano, and Melody Oxendine

Historic Preservation Commission Members Absent: Bettie Bond-Vice-Chair

Planning Staff Present: Amy Snider-Commercial Zoning Administrator, Brandon Wise-Deputy Director of Planning & Inspections, Jessica Mitchell-Advanced Planning Specialist (via WebEx), and David Pedersen-Administrative Staff

Other Town Staff/Representatives Present: Virginia Roseman-Council Member Liaison (via WebEx)

Call to Order

Chair Smyth called the Boone Historic Preservation Commission meeting to order at 2:55 pm. The meeting was held in the Planning & Inspections Conference Room at 680 West King Street and via WebEx.

Adoption of Agenda

Commission Member Carter made a motion to approve the agenda as presented. Commission Member Gaetano seconded the motion.

Vote: Aye – 4
Nay – 0
Absent – 1 (Bond)

The motion passed.

Approval of Meeting Minutes

Chair Smyth requested a change to the minutes to add the word "possibly" after "could" to read: "Chair Smyth noted that this might allow the Council time to modify the standards so that the mural could possibly be approved." The requested change is on packet page 4, minutes page 3. There were no other requested changes by the members.

Commission Member Gaetano made a motion to approve the minutes as amended. Commission Member Oxendine seconded the motion.

Vote: Aye – 4
Nay – 0
Absent – 1 (Bond)

The motion passed.

Chair Smyth provided a brief overview of the Historic Preservation Commission, its makeup, and function, and guidelines for Certificate of Appropriateness cases.

Case A25-0811 Ram's Rack – Certificate of Appropriateness

Resort Area Ministries, Inc., submitted an application for a Certificate of Appropriateness for Major Work for 877 West King Street, located in the Downtown Boone Local Historic District. The request is for roof

repairs to the building. The scope of work details changing the flashing around the parapet from tin to aluminum, changing the downspouts from six-inch PVC to a round sheet metal, and altering the chimney by removing the flue cover and adding an aluminum flashed cap.

Brandon Wise, Deputy Director of Planning & Inspections, and Amy Snider, Commercial Zoning Administrator, 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. Kelly Barefoot and Mr. Lawrence Caviness were sworn in by Chair Smyth.

Chair Smyth asked the applicants if they had any objections to the contents of the meeting packet. No objections.

Ms. Snider explained the request as it was outlined in the meeting packet. Mr. Barefoot made one objection to the opening statement regarding the sheet metal: it will be square, not round, as it was written in the staff report.

Mr. Wise highlighted staff notes addressing the specific concerns about the proposed work, in particular items from Unified Development Ordinance (UDO) Appendix D 4.2 recommending repointing to repair masonry over wrapping in plastic with TPO membrane, and UDO Appendix D 7.6 for roof coverings being replaced with materials compatible with the old in color, and that white or very light roofing materials are not permitted unless historically appropriate.

There was no public comment for this case.

Chair Smyth discussed that the guidelines were clear on masonry repair by repointing and not covering the chimney with the TPO membrane. He had walked around the location, and the roof itself is not publicly visible, so per standards, the white membrane color would not be an issue other than the chimney. The applicant did not have an issue accepting the condition that the chimney be repointed.

Commission Member Gaetano asked whether the applicant would have to reapply due to the change regarding the chimney, and Chair Smyth advised that this could be completed under this case with the change as a condition of approval.

Mr. Barefoot inquired regarding the flashing on the parapet, stating that it was currently tin and the request is to change to aluminum, which has color options available, or if it could be left with the bright metal appearance. Ms. Snider advised that the proposed work was for the flashing to be matched to the surrounding color as much as possible, and Mr. Barefoot agreed to leave the proposed work as is. Mr. Barefoot also wanted the Commission to know there was an intention to add a roof hatch, which Chair Smyth clarified would not be publicly visible and therefore would not be an issue for the Commission. Mr. Wise added that the roof hatch would be considered as part of their building permit application.

Motion and Vote:

Commission Member Carter made a motion, seconded by Commission Member Gaetano, 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, as discussed:

- The chimney shall be repointed and repainted for repairs and will not be wrapped with the white TPO for waterproofing.
- Where there is a conflict between the application information and the plans (June 26, 2025), the plans control. Insignificant deviations may be permitted to comply with the requirements of the UDO.

- Any commitments and representations concerning the proposed exterior modification made by the applicant or its representatives at the public hearing shall also become a condition of the permit, and a basis for a stop work order and/or permit revocation if violated.
- The applicant shall submit the necessary applications, plans, details, and specifications which meet the requirements of the Town Code, UDO, Building Code, and any other applicable codes for review and approval necessary to issue Zoning and Building Permits.

Vote: Aye – 4
Nay – 0
Absent – 1 (Bond)

The motion passed.

With no further discussion, Chair Smyth closed this case.

Other Matters

Mr. Wise mentioned that Town Staff had submitted information to permit a roof replacement on the Jones House property. The roof replacement is to be a like-for-like replacement, with any insulation to be installed on the interior. The roof will be replaced with asphalt shingles in a similar color; the exact color is no longer available, but it will be as close as possible to the original. Mr. Wise added that this is being discussed, so the HPC was aware of this project on Town property, although it was not a Statement of Conformity application.

Jessica Mitchell, Advanced Planning Specialist, informed the Commission of her conversations with the Civil War Trails (CWT) marker program regarding the map design for the Stoneman's Raid interpretative panel. She shared the material on screen, and the material was distributed to the Commission members.

Map revision Option 1 was based on the Commission's suggestion at the December 2, 2025, Advisory meeting to remove the inset map and to add that material to the larger map. CWT Staff informed Ms. Mitchell that, in order to accommodate that change, the mountains on the top and bottom would be removed to make the map more horizontal.

Map revision Option 2 would involve keeping the inset map with modifications to make the map more understandable. The parenthetical labels for the Courthouse and Councill House locations would be moved to the corresponding points in the inset map. CWT would also find the best design option for adding callout lines to connect the shaded box on the wider map to the inset map. Street labels would be added to the larger map where Highway 321 would also be labeled as "King St," and the inset map would also include a "Queen St" label. Ms. Mitchell added that the CWT would also remove the "You Are Here" label in the inset map since both included the star, and since the wider map would keep the label.

The CWT were amenable to the Commission's changes as follows for either design option:

- To change "KEOGH" to "Union Cavalry"
- To change "Home Guard" to "Confederate Home Guard Retreat"
- To identify in a legend the red arrows with wavy lines as the Confederate Home Guard Retreat, and to identify the red boxes in the inset map as troop fallback locations
- Add "College Street" identifier to map

Additional changes that would apply to either map design option are to:

- Remove the last line of added text to the quote that states "Union forces reported no casualties."
- Make the image citation text smaller

- Adding to the legend that the blue arrows represent “attack,” where the red arrows represent “retreat”

A final note Ms. Mitchell shared is that map revision Option 2 would be something that could be included in a revised design proof. Alternatively, map revision Option 1 would be considered a major design change by the CWT Staff and would not be revised until other reviews are completed.

With that explanation, Commission members then discussed and agreed to Option 2. Chair Smyth added that, if needed for space on the wider map, the red wavy arrows could be removed; Ms. Mitchell said she would share that with CWT.

Ms. Mitchell concluded that she would share the HPC’s input with CWT and hoped to have a revised proof for the January 6, 2026, Advisory meeting.

Adjournment

Commission Member Gaetano made a motion, seconded by Commission Member Carter, to adjourn the meeting at 3:35 pm.

Vote: Aye – 4
Nay – 0
Absent – 1 (Bond)

The motion passed.

_____ _____

Vardell Smyth, Chair **Amy Snider, Commercial Zoning Administrator**

DRAFT

CASE A25-0811
RAM'S RACK
CERTIFICATE OF APPROPRIATENESS

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

This application for a Certificate of Appropriateness pursuant to the Town of Boone Unified Development Ordinance ("UDO") came before the Town of Boone Historic Preservation Commission (the "Commission") on December 9, 2025, for a quasi-judicial hearing. Commission members present were Vardell Smyth, Krystal Carter, Bennie Gaetano, and Melody Oxendine. Commission member Bettie Bond was absent.

Resort Area Ministries, Inc. submitted an application for a Certificate of Appropriateness for Major Work for 877 West King Street, located in the Downtown Boone Local Historic District. The request was for roof repairs to the building. The scope of work detailed changing the flashing around the parapet from tin to aluminum, changing the downspouts from six-inch PVC to a rectangular sheet metal, and altering the chimney by removing the flue cover and adding an aluminum-flashed cap.

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 0.67 acres owned by Resort Area Ministries, located at 877 West King Street, known as Watauga County PIN 2900-79-1891-000 (hereinafter, the "Property").
2. The Property is zoned B1 Downtown Core in addition to the Downtown Boone Local Historic District Overlay and Special Flood Hazard Area.
3. The building was built in 1941 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.
4. The current tin flashing will be replaced with a close color-matched aluminum.
5. The existing PVC downspouts are not historical to the building.
6. The roof is flat and not publicly visible from the street view.
7. The roof contains a painted white block chimney.

CONCLUSIONS OF LAW

Based upon the application, the evidence submitted, the foregoing findings of fact, and UDO Section 6.01, the Historic Preservation Commission on December 9, 2025, makes the following Conclusions of Law:

1. The proposed development is congruous with the special character of the Downtown Boone Local Historic District. (4-0 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 (submitted November 04, 2025), the plans control. Insignificant deviations may be permitted to comply with the requirements of the UDO.
2. Any commitments and representations concerning the proposed exterior modification made by the applicant or its representatives at the public hearing shall also become a condition of the permit and a basis for a stop work order and/or permit revocation if violated.
3. The applicant shall submit the necessary applications, plans, details, and specifications which meet the requirements of the Town Code, UDO, Building Code, and any other applicable codes for review and approval necessary to issue Zoning and Building Permits.
4. The chimney shall be repointed and repainted for repairs and will not be wrapped with the white thermoplastic polyolefin (TPO) for waterproofing.

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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

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:

Applicant and Property Owner:
Resort Area Ministries
Attn: Kelly Barefoot
877 West King Street
Boone, NC 28607
ramministries@skybest.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

DRAFT

STONEMAN'S RAID

★ ★ ★

"The Fight Got Real Hot"

NORTH CAROLINA CIVIL WAR TRAILS

CivilWarTrails.org

On the morning of March 28, 1865, Union cavalry under Major Myles Keogh rode into Boone on the road to your left, surprising about 100 Confederate Home Guard members who had gathered to drill near the courthouse, then located a short distance north of here.

Keogh's detachment was the vanguard of Union General George Stoneman's 6,000-man cavalry command ordered from Tennessee into Virginia and North Carolina to "dismantle the country." Priority was placed on destroying rail lines and materiel that could be used by the retreating Confederate Army—while avoiding battle.



Union Major Myles Keogh

Ebenezer E. Henry, Captain Myles Keogh, 1868–70, collodion wet plate negative, Amon Carter Museum of American Art, Fort Worth, Texas, P1978.122.1.241

Keogh was a captain in the post-war regular army

As Keogh's Union cavalry approached, shots rang out, and some of the Confederate Home Guard fell back to the home of James W. Councill, which stood to your right. According to one account, Mrs. Councill, hearing the noise, stepped outdoors with her child in her arms—but hurried back inside after the house was struck by a volley of gunfire.

"The fight got real hot," Sheriff A.J. McBride, one of the Home Guard, recalled. The Union cavalry charged, sending the defenders fleeing up the slopes of Howard's Knob.

Union cavalry poured into town for the rest of the day, and General Stoneman requisitioned the Councill house for his headquarters. Stoneman and most of his force left Boone the next day.

Beginning April 6, Colonel George W. Kirk's Union troops—the Second and Third North Carolina Mounted Infantry, "Kirk's Raiders"—occupied Boone for several weeks, blockading major routes through the mountains. At least 13 Union loyalists from Watauga County served in the regiments that occupied Boone, and another 5 volunteered with Union forces after Boone's occupation.

Both Union and Confederate soldiers are interred in the nearby Boone Cemetery.

"We arrived this a.m. with the Twelfth Kentucky in the Advance, captured the place, killing 9, capturing 62 home guards ..."
—Union Gen. George Stoneman

