TOWN OF BOONE
HISTORIC PRESERVATION COMMISSION
ADVISORY MEETING MINUTES
March 3, 2026, 3:00 pm
Planning & Inspections Department & WebEx Video Conferencing

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

Town Staff Present: Jessica Mitchell-Advanced Planning Specialist, Virginia Roseman-Council Member Liaison (via WebEx), Lane Moody-Downtown Development Coordinator (via WebEx), and David Pedersen-Board Clerk

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Call to Order

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

Adoption of Agenda

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

Vote: Aye – 4
Nay – 0

The motion passed.

Public Comment

There was no public comment.

Approval of Minutes

Commission Member Gaetano made a motion, seconded by Commission Member Oxendine, to approve the January 3, 2026, Historic Preservation Commission Advisory meeting minutes.

Vote: Aye – 4
Nay – 0

The motion passed.

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

Ms. Mitchell began by providing updates on the Stoneman's Raid interpretive panel. She stated that Civil War Trails (CWT) informed her that the panel had been fabricated and were looking at dates in late April or early May to integrate installation of the panel into their route of other planned panel installations. Ms. Mitchell stated that she obtained decorative materials for a ribbon cutting ceremony and that she'd like the Commission to decide on tentative dates for the ceremony. She pointed out that previous markers' ceremonies had been held during the day around 1 pm. The HPC briefly discussed post-graduation dates being ideal and potential dates of Town meetings in May that may interfere. Lane Moody pointed out that Downtown Boone Development Association (DBDA) is working on Downtown Boone restaurant week May 18 – May 23 and would be looking into partnering with Watauga Education Foundation. She wondered if this week could be a good fit for the ceremony, especially since it is post-graduation as HPC discussed. Commission Member Gaetano suggested that Tuesday, May 19 might be appropriate. Ms. Mitchell pointed

out that she would like to have two dates to present to Town Council as options for the ceremony. HPC members discussed what times would be appropriate, noting that 1 pm can be difficult for people who don't work Downtown but would like to attend, while 4:30 pm might be a little late for Town staff. Within the discussion, Ms. Moody was asked what times restaurant week events would be held. She stated that it would vary by day, but generally events could be at any time of day for breakfast through dinner. The HPC decided on a time of 3 pm on either Tuesday, May 19 or Thursday, May 21.

Ms. Mitchell stated that she would present these dates to Town Council the following week. She also noted that event logistics would be decided closer to the selected date, and she would confirm if a potential closure of Linney St. is needed for the event. She also informed the HPC that a press release and social media posts were in the works with CWT. Ms. Mitchell informed the HPC that CWT had requested a quote reflecting community sentiment from the HPC, and that Chair Smyth was willing to provide one. She informed the HPC that as he would be speaking on behalf of the HPC, a motion was required for him to provide the quote.

Commission Member Carter made a motion, seconded by Commission Member Oxendine, to approve Chair Smyth providing a quote to Civil War Trails on behalf of the HPC.

Vote: Aye – 4
Nay – 0

The motion passed.

Ms. Moody stated that she would be willing to provide a quote from the DBDA on an association level as well. Ms. Mitchell stated she would confirm with CWT about additional quotes and appreciated the offer.

Ms. Mitchell introduced Adelia Daly, who was attending the meeting as a representative from the Historical Society and Digital Watauga, and will also be speaking at the ceremony. Adelia inquired about the typical brevity of the speaking at the ceremonies, to which Vice-Chair Bond stated that 5-6 minutes is typical. Ms. Mitchell stated that if convenient, it might be helpful to have Adelia at the April 7, 2026, Advisory Meeting for discussion purposes. She also noted that she would include as invitees to the event Town Council members, the Downtown Boone Development Association (DBDA), the Watauga County Historical Society (WCHS), and current & former HPC members to encourage attendance at the event. Adelia inquired about tone/content of comments at the ceremony, to which Vice-Chair Bond recommended that focus stay on the statement of the historical event. Vice-Chair Bond invited Adelia to stay for the remainder of the meeting.

Review of Boone/Kraut Creek Historic Marker Report

Ms. Mitchell introduced the next topic of discussion and noted that Council Member Liaison Roseman would be joining via WebEx late.

Lane Moody left the meeting at 3:28pm.

Commission Member Oxendine began by stating that she had recently re-researched and rewritten the report to be more cohesive, as the previous draft was the work of 3 authors. She felt that the title should change from North State Canning Company, as that name is only part of the history of the building. She suggested changing the name to Watauga Kraut Factory, feeling that it might do more service to the history of the building. Vice-Chair Bond noted that it had contained other entities prior to USDA. Commission Member Oxendine acknowledged this and confirmed an information gap for the building between 1981 and 1987. Vice-Chair Bond stated that American Wicker was there for a time. She also noted that she had grammatical feedback that could be discussed separately. Ms. Mitchell noted that she found a previous version of the report (December 2025) to compare and also had some feedback on structure and flow, citing some specific examples. She went on to reiterate that in previous drafts, work was focused on filling in gaps of the history of the canning company – founded in a cooperative effort of Steele and Blair, the ownership transfer to W.F. Miller around 1928, and the closure of the canning company to its current use as an

agricultural center. Vice-Chair Bond addressed the information gap and presented the idea of simply stating that production ceased in 1981. Ms. Mitchell added that the report can state there is a research gap, and mentioned the research suggestions from the previous report. She then noted that the details of the building's façade were helpful and addressed one of the research gaps. She then inquired about the previous detail of a steam engine. Commission Member Oxendine responded that she could not find research on the engine and removed the reference to it. Ms. Mitchell responded that she thought this report's writing was more well-rounded overall, addressed the previously listed research suggestions, and asked the Commission about pursuing Option 4 for the marker text as a combination of all the others. Vice-Chair Bond suggested changing the verbiage of "southeast" to "from Maryland to Florida." Ms. Mitchell shared the report on the screen and made the discussed change to the Option 4 marker text.

Council Member Liaison Roseman joined via WebEx at 3:40pm.

Ms. Mitchell inquired whether any of the previously discussed collections at Appalachian State University provided any helpful information. Commission Member Oxendine stated that they did not initially, but she may revisit them. She also provided the update that she was able to recently visit the inside of the previous factory and got contacts for potential further research. Ms. Mitchell summarized by stating there will be some final fine-tuning of the report for grammatical revisions, that she would pass along any communication from Chair Smyth, and that this would be revisited in the April HPC Advisory Meeting.

HPC Work Plan for Fiscal Year 2026-2027

Ms. Mitchell directed the HPC to page 17 in the agenda packet as a reference visual. She provided a brief overview of each work plan item, and began with that she was taking on completion of the Jones House Local Historic Landmark Report and that it is being reviewed by the team at the Planning and Inspections Department. After the internal review is completed, she will present the report to the HPC before forwarding it to Town Council for consideration of referral to the State Historic Preservation Office (HPO). Vice-Chair Bond inquired about a completion timeline for the report. Ms. Mitchell answered that she is hopeful for this year, but it depends on text amendments and other cases for the public hearing meetings. She continued on to mention Appendix D, the status of which is currently ongoing.

Vice-Chair Bond inquired about the Ice House Alley Historic Marker. Ms. Mitchell responded that the marker would be regarding the history of how the alley was actually used and they were estimating the end of the calendar year to receive the report. Ms. Mitchell continued that Town Council had directed that the next item for HPC after Kraut Creek would be the Interpretive Panel for Clawson Burnley Park, emphasizing the importance of Loretta Clawson and Velma Burnley as the only women in local mayoral leadership.

Vice-Chair Bond inquired about the Historic District Light Pole Banners, which Ms. Mitchell addressed as being on hold due to the current updating of Town branding, which is tentatively set to go before Town Council in March. Ms. Mitchell also mentioned that the Boone Street Names/Histories Project would be periodically revisited as time allowed and that the Boone Cemetery Survey would require further planning. Vice-Chair Bond added that a common/standardized form to be filled out for each cemetery marker or headstone could be utilized. Commission Member Oxendine volunteered to assist with the creation of that form, as she currently assists Blowing Rock Museum with similar standardization tasks.

Ms. Mitchell mentioned that the Winkers Creek Dam Site would be put on hold until Town Council took action on the property. Vice-Chair Bond inquired whether the Town owned the property in question and Council Member Liaison Roseman confirmed that it did, also noting that they didn't want to emphasize the dam for public viewing until an access trail was in place.

Ms. Mitchell noted that she had spoken to Town Council about the Boone Tobacco Industry Marker after the Planning Retreat, stating that it is likely on hold until next fiscal year. She proceeded to summarize the request: a private property owner was aware that their property was near the site of previous Tobacco

Warehouses and brought it to the attention of the Town. Staff presented this topic to Town Council, where there was a discussion of future HPC research, noting 3 warehouses previously in the area and that the Town currently has a tobacco scale.

Vice-Chair Bond inquired about the status of Rivers House Research (R.L. Clay (Rivers) House Local Historic Landmark Property), with Ms. Mitchell replying that some renovations were underway, as previously brought to the HPC through COA cases. Vice-Chair Bond clarified and asked if there was an existing marker or panel about the house, noting that the family was important to local history, and she'd like to see the house ready for the public. Ms. Mitchell stated that it could be discussed with Town Council at a future time to consider for the HPC work plan.

Council Member Liaison Roseman inquired about dates for the Stoneman's Raid Interpretive Panel since she joined late, and Ms. Mitchell provided a summary of what was previously discussed.

Commission Member Gaetano inquired about updates to the Article 8 & Appendix D Revisions. Ms. Mitchell stated there were not yet any updates due to Planning and Inspections' workload. However, she added that draft text for the mural text amendment would likely be ready for the April HPC Advisory Meeting after Town Staff Review, prior before taking it to public hearing.

Daniel Boone Park Summit Invitation

Ms. Mitchell directed the HPC to the agenda packet which contained a proposed agenda for the Daniel Boone Park Summit. Vice-Chair Bond inquired about the date of the event, and Ms. Mitchell replied that it was scheduled for Friday, March 20. Ms. Mitchell noted the agenda listed the different parties that are scheduled to be involved. She also stated that Town Council has had discussion of a Historic Landmark designation at the property. Ms. Mitchell noted that it was not mandatory but encouraged for the HPC to attend. Vice-Chair Bond inquired about the location of the meeting, and Ms. Mitchell answered that it would take place at Town Council Chambers. Ms. Mitchell noted that the HPC's timeslot for discussion was in the afternoon, but they were welcome and encouraged to attend for the whole day. She also noted that leadership from the Planning & Inspections department leadership would be in attendance. The HPC discussed individual attendance and Ms. Mitchell mentioned the possibility of a remote attendance option.

Other Matters

Ms. Mitchell brought up the Certified Local Government (CLG) webinar training opportunities, including the January 22 webinar on supporting skilled preservation trades. She stated that she would look for additional training options for the HPC.

Ms. Mitchell updated the HPC on the HVAC work happening on the Downtown Post Office building. She stated that Staff wanted to share that the work would fall under a Statement of Conformity (SoC). Vice-Chair Bond emphasized the importance of restoring heat in the Post Office. Ms. Mitchell specified that the Statement of Conformity was due to a conduit line that will need to run alongside the building, ensuring that any attachments are through the mortar joints, and that they will return and paint it an appropriate color.

Ms. Mitchell mentioned the Rivers House Trail Ribbon Cutting Ceremony that is to take place on Friday, April 17, from 3 pm-7 pm, with the official cutting taking place at 3:30 pm.

Adjournment

The meeting was adjourned at 4:20 pm.

Vote: Aye – 4
Nay – 0

The motion passed.

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Bettie Bond, Vice-Chair	**David Pedersen, Board Clerk**