



REGULAR MEETING
HISTORIC PRESERVATION COMMISSION
TOWN OF WAYNESVILLE
TOWN HALL
DECEMBER 5, 2012
WEDNESDAY, 2 P.M.

In attendance: Chairman Nikki Owens, Vice-Chairman Bette Sprecher, Henry Foy, Shawn Leatherwood, Sandra Owen, Ann Melton and Peter Sterling. Also in attendance: Town Planner Paul Benson and Secretary Ginny Boyer

Minutes of the November 7, 2012 regular meeting

Vice-chairman Bette Sprecher made a motion to accept the minutes of the November 7, 2012 meeting as presented; this was seconded by Shawn Leatherwood. All were in favor.

Update on status of historic landmark designations: 28 Walnut Street (Dr. Samuel Stringfield House) and 52 Walnut Street (Dr. Thomas Stringfield House)—Paul Benson

Town Planner Paul Benson announced the Board of Aldermen, at their regular meeting on December 11, 2012, will address the consideration to designate both 28 and 52 Walnut Street, the Stringfield houses, as local historic landmarks. A public hearing will be held as part of the meeting. If designated, the motions of the Historic Preservation Commission to approve the designations will be included in two separate town ordinances. The Town of Waynesville is poised to get two new landmark properties if all goes well.

Update on Waynesville Design Guidelines –interview session

The Historic Preservation Fund (HPF) grant for the Waynesville Design Guidelines was selected for funding with a grant award amount of \$10,000. The HPF is a federal program administered by the National Park Service, United States Department of the Interior. By November, 2012 three proposals were received for the design guidelines project, and after review, two of those who submitted proposals were asked to present them at a regular meeting of the Historic Preservation Commission. Due to federal guidelines for spending FY 2012 HPF funds, all project activities must be satisfactorily completed and approved final products must be submitted to the HPO by August 16, 2013, with no option to extend.

Two presentation/interview sessions were part of the regular meeting: First Mr. Philip Thomason of Thomason & Associates of Nashville, TN and Ms. Heather Wagner of HMW Preservation of Durham, NC.

After the two presentations and some discussion, Bette Sprecher made a motion to hire Thomason & Associates to create Waynesville's Design Guidelines; Shawn Leatherwood seconded. Ann Melton and Sandra Owen were in favor, while Peter Sterling and Henry Foy voted against. There was one abstention, Chairman Nikki Owens. Members then further discussed Mr. Thomason and Ms. Wagner in terms of their availability, preparedness, experience, and how the citizens of Waynesville will receive them, the depth of consideration they will give to Waynesville's unique properties and the level of effort they will be willing to put forth.

Members agreed to recess the meeting until Monday, December 10 at 4 p.m. so the matter could be further discussed and a choice made at that time.

See attached *Time-Product-Payment Schedule, Attachment E* for detailed time line of project.

Special recognition for Commission members Peter Sterling, Ann Melton and Henry Foy

Commission members congratulated Commission members Peter Sterling, Ann Melton and Henry Foy for their recent awards and thanked them for their contributions to the Town of Waynesville. *At the North Carolina Society of Historians annual awards banquet on October 20, 2012 in Mooresville, Peter Sterling received the Paul Jehu Barringer Jr. and Sr. Award of Excellence for Haywood Snapshot Project. Ann Melton and Henry Foy received the Willie Parker Peace History Book Award for Views from the Past—Main Street Waynesville, 1896-1931. Other books by Ann Melton that were recognized and received the Willie Parker Peace History Book Award include: The Early History of Love Lane, The Love Family of Haywood County, The Early History of Woolsey Heights, Millionaire's Row and the Early History of Frog Level.*

Other Business

Waynesville's Annual Employee Appreciation Luncheon is scheduled for Friday, December 14 from 11:30 a.m-1:30 p.m. Vice-chairman Sprecher felt it would be important for commission members to sit together and, when recognized, stand together as a group.

The meeting was recessed to be reconvened on Monday, December 10 at 4 p.m.

Ginny Boyer, Secretary

Nikki Owens, Chairman

ATTACHMENT E

Time-Product-Payment Schedule

Waynesville Design Guidelines

| Due Date | Product | Payment |
|-----------------|--|-----------------|
| Jan. 15, 2013 | Contract fully executed; notice to proceed. Consultant initiates field analysis and review. Consultant discusses goals and approach with planning staff, HPC, and HPO. | \$2,000 |
| Feb. 2013 | Consultant conducts first HPC and public meetings introducing concept of design guidelines and soliciting public comment. Field analysis and review is ongoing. | \$3,000 |
| April 30, 2013 | Consultant submits draft design guidelines manual to planning staff, HPC, and HPO for review and comment. | \$4,000 |
| May 30, 2013 | Planning staff, HPC, and HPO returns comments on draft submittal. | \$0.00 |
| June 2013 | Consultant holds community focus group and second HPC and public meeting to finalize language in the guidelines and revise the draft. | \$3,000 |
| July 31, 2013 | Consultant submits final draft. | \$3,000 |
| August 16, 2013 | Deadline for eligible project activity. | |
| August 31, 2013 | Final deadline for requesting grant funds and submitting financial documentation forms. | |
| | | |
| | Project Total | \$15,000 |