



TOWN OF WAYNESVILLE

Historic Preservation Commission

9 South Main Street
Waynesville, NC 28786
Phone (828) 456-8647 • Fax (828) 452-1492
www.waynesvillenc.gov

Sandra Owen, Chairman
Alex McKay, Vice-Chairman
Jeff Childers
Rodney Conard
Linda Ann Lee
Ann Melton
Bill Revis
Lorna Sterling
Merritt Tongen

Development Services
Director
Elizabeth Teague

Regular Meeting

Town Hall, 9 South Main Street, Waynesville, NC 28786
Wednesday, May 5th, 2021 - 2:00 PM

The **WAYNESVILLE HISTORIC PRESERVATION COMMISSION** held a regular meeting on Wednesday, May 5th, 2021 at 2:00 PM in the Town Hall Board Room.

A. CALL TO ORDER:

Ms. Sandra Owen, Chairman, called the meeting to order at 2:00 PM.

The following members were present:

Rodney Conard
Alex McKay
Ann Melton
Sandra Owen
Bill Revis
Lorna Sterling

The following members participated via phone:

Linda Ann Lee
Merritt Tongen

The following members were absent:

Jeff Childers

The following staff members were present:

Byron Hickox, Land Use Administrator
Esther Coulter, Administrative Assistant

Chairman Owen asked for a motion to adopt the March 3rd, 2021 minutes.

A motion was made by Commission Member Bill Revis, seconded by Commission Member Ann Melton to approve the minutes of the March 3rd, 2021 meeting as presented or as corrected. The motion passed unanimously.

1. Discussion of Green Hill Cemetery Tour

Administrator Byron Hickox gave an update from the Cemetery Committee approving the signage to be presented to the Board of Alderman to be placed in the Town of Waynesville Budget for the 2021-2022 fiscal year. Mr. Hickox stated that the HPC should begin planning the Cemetery Tour for October by determining Historic figures and finding volunteers to participate.

- Commission Member Bill Revis stated they should ask Hart Theater actors to play the historic characters.
- Commission Member Ann Melton stated she could talk to Joe Sam Queen to play one of the characters and ask him speak to a Hart Theater representative.
- Some of the Characters mentioned:
 - Battle family
 - George Francis Willis
 - Nora Atkins- October Hill
 - Mary Ann Dillard Love
 - W.C. Allen
 - Boyd Family
 - Boone Withers

Commission Member Lorna Sterling suggested writing a newspaper article focusing on the cemetery's National Register of Historic Places designation. There was agreement that about one month before the tour Commission Member Ann Melton could write an article detailing the history of the cemetery.

2. Creation of HPC Member Handbook

Commission Member Lorna Sterling stated that the Commission needs good solid training material. Ideas for an HPC member manual included:

- Include sections for different project types, with information on the process for completing such projects.
- Include all reference materials that they would be needed during an HPC meeting.
- Detail what the commission can and cannot do and what they should or shouldn't get involved in.
- Use user-friendly language about what the commission does.
- Ms. Sterling clarified the use of the Handbook to be a training tool, reference guide, source of public information, and the process.

Mr. Hickox was asked about how the current survey was going. He stated that Ms. Jaime Destefano had been to town twice to work on the survey and take pictures and that she will return a third time to complete the survey. Mr. Hickox was also asked about the status of the application for the downtown district. Mr. Hickox stated that he submitted it on April 12, 2021. Annie McDonald suggested writing the grant application to focus on the funding of the preparation of a Local District Designation report for the Main Street and Frog Level areas.

ADJOURN

With no further business, a motion was made by Commission Member Lorna Sterling, seconded by Commission Member Alex McKay to adjourn at 3:48 PM. The motion carried unanimously.

Sandra Owen, Chairman

Esther Coulter, Administrative Assistant