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AGENDA REGULAR MEETING

**HISTORIC PRESERVATION COMMISSION
TOWN BOARD ROOM, 9 SOUTH MAIN STREET
DECEMBER 7, 2016
WEDNESDAY, 2 PM**

A. CALL TO ORDER:

1. Welcome/Announcements
2. Adoption of Minutes
 - ***Motion:** September 7, 2016 meeting minutes as presented [or as corrected].*

B. COMMUNICATIONS FROM STAFF

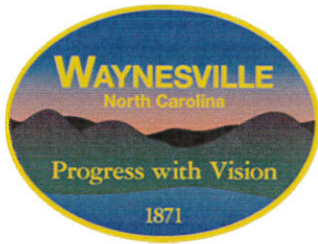
1. Update on historic plaques for Frog Level Historic District

C. BUSINESS ITEMS:

1. Discussion regarding Spring 2017 Historic Speaker Series (speakers, dates, venue, etc.).

D. CALL ON THE AUDIENCE

E. ADJOURN – *The next Meeting is scheduled for January 4, 2017 at 2:00 PM.*



TOWN OF WAYNESVILLE

Historic Preservation Commission

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Waynesville, NC 28786
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**Development Services
Director**
Elizabeth Teague

Chairman

Sandra Owen

Board Members

Ann Melton (Vice)

Joanna Swanson

Coley Bartholomew

Bette Sprecher

Glenn Duerr

Ronald Sullivan

Alex McKay

Tanna Timbes

SPECIAL CALLED MEETING HISTORIC PRESERVATION COMMISSION TOWN OF WAYNESVILLE TOWN HALL 9 SOUTH MAIN STREET September 7, 2016

Members present:

Alex McKay
Ron Sullivan
Tanna Timbes
Bette Sprecher
Sandra Owen
Joanna Swanson
Coley Bartholomew
Glenn Duerr

Absent:

Ann Melton

Also present:

Development Services Director, Elizabeth Teague
Deputy Clerk, Eddie Ward
Administrative Assistant, Phyllis Rogers
Land Use Administrator, Byron Hickox
Town Manager, Robert Hites, Jr.

A. CALL TO ORDER:

1. Welcome and Announcements

Chairman Sandra Owen welcomed everyone and called the meeting to order at 3:00 pm.

Ms. Elizabeth Teague, Development Services Director, introduced Mr. Robert Hites, Jr. to the Commission as the new Town Manager for the Town of Waynesville. Each member of the Commission welcomed him and introduced themselves.

2. Adoption of Minutes

Commission Member Bette Sprecher made a motion, seconded by Commission Member Joanna Swanson to approve the minutes of the August 3, 2016 meeting with the following corrections: Page 1: Sherry Morgan should be listed as Sherry Lewis Page 3: paragraph 1, sentence 1 and 2 should read: Mr. Morgan said he and Ms. Lewis were before the Commission to follow up on the addition to the house, the privacy fence and an iron gate to be placed on the property in the future. He said the iron gate and privacy fence that is presently on the Beech Street side of the house, were purchased at Lowe's and is temporary. The motion passed unanimously.

B. COMMUNICATION FROM STAFF

1. Overview of Certified Local Government Status of the Waynesville HPC Board

Chairman Owen said that each Commission Member had received a copy of the Guidelines for North Carolina's Certified Local Government Program in the agenda packet. She asked Ms. Teague to go over just a few highlights in the booklet, and later the Commission could review the guidelines together.

Ms. Teague said the Certified Local Government program is administered in North Carolina by the State Historic Preservation Office. Periodically some of the staff of this office has come to Waynesville to do trainings for the Commission, and members have traveled to other areas for training sessions as well. Ms. Teague read an excerpt from the handout stating that in North Carolina, a local historic preservation commission is established by a local historic preservation ordinance adopted by a local government. She stated that in the Town of Waynesville, that local government ordinance can be found in the Code of Ordinances that can be accessed through the Town's website. The ordinance may provide locally designated historic districts or locally designated historic landmarks (individual properties), or both. She added that in Waynesville the Historic Preservation Commission does both. The term "preservation commission" is often used as a general term referring to any of the commission types.

Ms. Teague invited the Commission to read the roles and responsibilities of the Historic Preservation Commission listed on page eight of the guidelines. She explained that training for members is required in order to maintain the CLG certification. A training session is being offered at the University of North Carolina Greensboro later in September, and Ms. Teague indicated she will attend. Ms. Teague said she has made it known to the State Historic staff that this commission would be interested in hosting a training session.

C. BUSINESS ITEMS:

Waynesville's Historic Preservation Commission Meeting Minutes of September 7, 2016

1. Public Hearing to consider an application for a Certificate of Appropriateness at 44 North Main Street

Chairman Owen asked Ms. Teague to present the staff report for consideration of an application for a Certificate of Appropriateness for the property located at 44 North Main Street, PIN 8657-92-9608.

Ms. Teague explained that the property is owned by Corrine and Woody Baker and is listed as a contributing property within the National Register District Nomination for Main Street. This means it is noted for the fact that it “retains its original storefront configuration” with the alteration of some modern materials.

She said a Certificate of Appropriateness is required to be issued by the Commission prior to the issuance of a building permit or other permit granted for the purposes of the constructing, altering, moving or demolition of structures. The project includes an addition of a deck in the back of the building with connection to Boojum and Pub restaurant at 44 North Main Street, and is considered a “Major Work”. This property is considered contributing. Mr. and Mrs. Baker have submitted an application for a Certificate of Appropriateness along with a building permit application and plans to the Commission. The structure, consisting of the deck and stairs, will be actually free standing, therefore no weight or load will be placed on the historic structure. The stairs will add additional fire access from the back of the building. The deck will connect to the Boojum building at 50 North Main Street which is listed as non-contributing.

The Public Hearing has been duly notified.

Ms. Teague said the completed engineered drawings should show that the deck will not damage the structures of the existing buildings and that the structure will comply with building and fire codes. With the information that has been submitted, Staff feels the following findings of fact can be determined:

1. The addition of the deck will not impact the store frontage of the building and so would not change the building’s contribution to the Historic District. Instead, the deck and stairs will provide secondary access from Wall Street. This will improve the public safety for both the buildings of 44 and 50 North Main Street.
2. The design is consistent with the recommendations of page 23 “Fire Escapes and Decks” in the Design Review Guidelines because the proposed deck and stairs:
 - a. Will be out of the view of the primary street of Main;
 - b. Will be comprised primarily of wood components on a secondary elevation (not at the Wall Street level) and will be unobtrusive as possible;
 - c. Will include stairs that will double as a fire escape and made out of metal and wood – like material.

Ms. Teague answered several questions from the Commission concerning the height of the railings around the deck and about how far from Wall Street the structure would be. Ms. Teague told the Commission that the railings would be three feet six inches high. Ms. Teague indicated the new structure would go to the property line on Wall Street. She then invited Mrs. Baker to come forward and answer questions the Commission might have.

Chairman Owen opened the Public Hearing and asked any witnesses that wished to speak to come forward to be sworn in by Deputy Clerk Eddie Ward.

**Corrine Baker
38 Ginseng Hollow Lane
Waynesville, NC 28786**

Mrs. Baker said upon meeting with their builder the previous day, concerns were raised about the cable railings and kids climbing on them. She stated that she might want to change them to vertical pickets. Mrs. Baker wanted to make sure the Commission knew the cables would be very strong. Ms. Teague told the Commission that the railings presented to them in the packets were code compliant.

Commission Member Bette Sprecher expressed concerns about the structure being too close to Wall Street. Ms. Teague explained to the Commission the structure would be elevated above Wall Street and would be 10 feet off the ground. It is within the footprint of the property line. She added that she felt the project would be very attractive.

Commission Member Glenn Duerr brought up the point that the Commission's job was to determine the appropriateness based on the historic part of the building. He feels that it was not up to the Commission to evaluate the architectural integrity of the structure. Those plans had already been approved.

Mrs. Baker was asked the dimensions of the deck. She said it would be approximately 24 feet wide and 44 feet long. The staircase is oversized to accommodate the occupant load of 40-50 people and will be an asset as far as a fire escape also. She said their plan is to only allow their customers to exit that way. They will still enter from the Main Street side.

Ms. Baker stated she wanted to make the Wall Street side as attractive as the Main Street side and she wanted the deck and stairs to enhance the appearance of their restaurant.

Commission Member Alex McKay expressed his concerns about the deck appearing "modern" in a historical district. He felt like the vertical cables would be more appropriate than the horizontal cables in the deck.

Chairman Owen stated she felt that the metal framed windows on the back of the building should not be changed. Mrs. Baker agreed.

There was much discussion about the storage area underneath the deck. Ms. Baker said currently four cars could be parked there. She said she hopes that when the deck is in place, there will still be room for that many cars. She said the only problem was with a space in front that would only allow a smaller car.

Commission Member Tanna Timbes said she thought this was a great project to start with to rejuvenate Wall Street.

**Joe Taylor
100 Chickering Lane
Waynesville, NC 28786**

Mr. Taylor said his wife, Carolyn Taylor, owns the building located at 42 North Main Street which houses FiFi's Consignment store. Mr. Taylor said there is a sixteen foot width on Ms. Taylor's property, with the Strand Theater on the left. The proposed deck will be on the right. The sixteen feet has been used for years as parking for two cars for customers. When the Strand was renovated a few years ago, there was an exit built with an 18 inch ramp on the Taylor's side of the building. This affected the parking in the area. He is concerned the deck will prohibit them from parking at all there. Mr. Taylor said he realizes the Historic Preservation Commission may not have any authority over the parking problem, and he would like to know who he needs to be in contact with to answer his questions. Ms. Teague said the location of the deck follows the easement. There are three proposed posts that might cause a problem with the parking. She informed Mr. Taylor that nothing that has been proposed will encroach on his property.

After much discussion, Ms. Baker indicated she wanted to change the design of the cables on the deck to the vertical pickets. It was the consensus of the Commission at that point to continue the meeting to another date because they would need more information about the design in order to make a good decision.

Deputy Clerk Eddie Ward left the meeting at 3:55 pm, and Administrative Assistant Phyllis Rogers continued with the meeting minutes.

There was much discussion about continuance of the Public Hearing, whether it should be continued until Monday, Sept 12 or Tuesday, Sept 13. The decision was made to continue the Public Hearing until Monday September 12, 2016 at 2:00 pm in the Town Hall Board Room, located at 9 South Main Street Waynesville. Commission Member Alex McKay said the change in design should be submitted, along with a photo of what is being proposed, at that time. Ms. Owen asked that specifications be included as well. She thanked Mr. and Mrs. Baker for attending the meeting today.

2. Update on Cemetery Tour Planning

The cast for the cemetery tour is included in the minutes approved from the last meeting. Commission Member Alex McKay will send a message to Aldermen Julia Freeman again since he has not heard back from her concerning her participation in the tour. Ms. Teague said the Town will provide van transportation to Greenhill Cemetery from the alley on Wall Street. Downtown

Waynesville's Historic Preservation Commission Meeting Minutes of September 7, 2016

Waynesville Association will have an information booth at Main and Miller Streets, and a Commission Member can sit at the table if they wish. Commission Member Bette Sprecher said she might be able to do that. The American Legion will be contacted to ask if parking will be allowed for those persons that would like to walk to the cemetery. Only handicap drop off will be allowed at the top of the cemetery. Ms. Teague will look into the possibility of having a banner and other signage made for the event, and asked for suggestions from the Committee. Some of the suggestions included directional signs at the bottom of the hill and other locations, with information about the shuttle. It was suggested that a flyer be designed, and Land Use Administrator, Byron Hickox, was asked if he could help with its development. The Commission will have the historic books available for purchase at \$3.00 each. Chairman Owen wants to make sure that each of the characters listed on page six of the minutes will be available for the tour. She would also like Commission Member Ann Melton, or Ms. Teague to prepare a press release. The Cemetery Tour Committee will meet Monday, September 12 immediately following the continuance of the Public Hearing.

3. Recognition of Peter Sterling

Chairman Owen said a plaque for Mr. Peter Sterling had been designed with plans to be delivered today after the meeting expressing appreciation for the time he served on the Historic Preservation Commission. However, with Mr. Sterling's passing last week, it was suggested that the plaque and cards from the Commission be presented to his widow, Ms. Lorna Sterling, at a later time when it is appropriate to visit her. Chairman Owen suggested that perhaps at the next regular meeting each Commission Member can put together a sentence of remembrance for Peter.

Chairman Owen welcomed newly appointed member Tanna Timbes to the Historic Preservation Commission.

Tickets to the Historic Music at the Mill

Commission Member Tanna Timbes distributed tickets to the annual Historic Music at the Mill to Commission Members. This event will be held on Saturday, September 17, 2016.

D. **CALL ON THE AUDIENCE**

No comments

E. **ADJOURN**

With no further business, Commission Member Bette Sprecher made a motion, seconded by Commission Member Alex McKay to adjourn at 4:12 pm and continue the meeting until Monday September 12, 2016 at 2:00 pm in the Town Hall Board Room located at 9 South Main Street, Waynesville. The motion passed unanimously.

SPECIAL CALLED MEETING - CONTINUATION
HISTORIC PRESERVATION COMMISSION
TOWN OF WAYNESVILLE
TOWN HALL
9 SOUTH MAIN STREET
September 7, 2016

Monday, September 12, 2016, 2:00 pm

Members Present:

Chairman Sandra Owen
Ron Sullivan
Alex McKay
Tanna Timbes
Glenn Duerr
Bette Sprecher

Members Absent:

Coley Bartholomew
JoAnna Swanson
Ann Melton

Also Present:

Development Services Director, Elizabeth Teague
Land Use Administrator, Byron Hickox
Deputy Clerk, Eddie Ward

Chairman Owen reopened the meeting at 2:05 pm. Mr. Woody Baker was sworn in to be able to give testimony about the project.

Ms. Teague said that even though two Commission Members that were at the previous meeting were not present today, the Commission had a quorum, and could make a decision concerning this project.

Ms. Teague stated that at the last Public Hearing, based on feedback from the Commission, the applicant was in the process of adjusting their design. They have sought out different types of railings, and have presented pictures of these railings for the proposed deck. These railings are vertical instead of the more modern horizontal cable type that was presented at the previous meeting.

Woody Baker
38 Ginseng Hollow Lane
Waynesville, NC

Mr. Baker said the railings that are now in consideration are aluminum; powder coated, and painted black, and he feels that will accent the windows at the back of the building. The height of the railings will be 42 inches which is what the North Carolina Building Codes dictates. Mr. Baker referred the Commission to the pictures that were presented to them showing what the new railings look like. The only thing that will change from the first design is the railing. The deck and the location of the deck will remain the same.

Chairman Owen asked about the doorway, and the windows. Mr. Baker stated there are three levels to the windows, and the panes are 18 inches. They proposed to remove the bottom level of the left window when the doorway is in place. The remaining two windows are framed and they will remain the same with no change. Ms. Teague told the Commission that structurally there is no problem removing the bottom level of windows. She entered into evidence a drawing showing the location of the windows and doorway, and how it will look with the bottom window panes removed. When the panes are removed, brick, matching the rest of the building, will fill in on either side of the door.

With no more questions or discussion, Chairman Owen closed the Public Hearing.

Ms. Teague referred the Commission to the Findings of Fact in the Staff Report of the agenda.

Commission Member Bette Sprecher made a motion, seconded by Commission Member Glenn Duerr, to adopt the first Finding of Fact which is the addition of the deck will not impact the store frontage of the building and so would not change the building's contribution to the Historic District. Instead, the deck and stairs will provide secondary access from Wall Street. Also, the proposed deck will be out of the view of the primary street of Main; Will be comprised of metal/concrete/wood looking materials and be unobtrusive; will include stairs that will double as a fire escape and made out of metal. The motion passed unanimously.

Commission member Alex McKay made a motion, seconded by Commission Member Glenn Duerr to issue a Certificate of Appropriateness at 44 North Main Street. The motion passed unanimously.

With no further business, a motion was made by Commission Member Alex McKay, seconded by Commission Member Bette Sprecher, to adjourn the meeting at 2:35 pm.

The next meeting is scheduled for October 5, 2016.

Eddie Ward, Deputy Clerk

Sandra Owen, Chairman

Phyllis Rogers, Administrative Assistant