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AGENDA REGULAR MEETING

**HISTORIC PRESERVATION COMMISSION
MUNICIPAL BUILDING, 16 SOUTH MAIN STREET
JANUARY 4, 2017
WEDNESDAY, 2:00 PM**

A. CALL TO ORDER:

1. Welcome/Announcements
2. Adoption of Minutes
 - **Motion:** *Adopt December 7, 2016 meeting minutes as presented (or as corrected).*

B. COMMUNICATIONS FROM STAFF

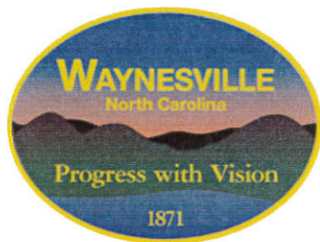
1. North Carolina Certified Local Government (CLG) annual report on the Historic Preservation Commission.

C. BUSINESS ITEMS:

1. Discussion of a resolution to NCDOT regarding concerns about the inclusion of a portion of the Spread Out Historic District in the Russ Avenue Improvement Plan.
2. Report from the Spring 2017 speaker series committee.

D. CALL ON THE AUDIENCE

E. ADJOURN – *The next Meeting is scheduled for February 1, 2017 at 2:00 PM.*



TOWN OF WAYNESVILLE

Historic Preservation Commission

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

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

REGULAR MEETING HISTORIC PRESERVATION COMMISSION TOWN OF WAYNESVILLE TOWN HALL 9 SOUTH MAIN STREET December 7, 2016

Members present:

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

Absent:

Ann Melton

Also present:

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

A. CALL TO ORDER:

1. Welcome and announcements

Chairman Sandra Owen called the meeting to order at 2:00 pm, and welcomed everyone.

2. Adoption of Minutes

A motion was made by Commission Member Bette Sprecher, seconded by Commission Member Joanna Swanson to approve the minutes of the September 7, 2016, and the September 12, 2016 minutes as presented. The motion passed unanimously.

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

B. COMMUNICATIONS FROM STAFF:

1. Update on historic plaques for Frog Level Historic District

Chairman Owen asked Land Use Administrator Byron Hickox to give an update on the historic plaques for the Frog Level District. Mr. Hickox said he had been working with Mr. Mel Fergenbaum of the Frog Level Business Association, to identify and place plaques on the buildings in the District that may have been altered or changed over the years since being recognized as historic. Mr. Hickox said he had received photographs from the state that were submitted with the original applications to the National Historical Register. This will clarify these plaques will be placed on original buildings. He explained that the plaques would be simple, and would state the name, address, and year the building was built. Chairman Owen suggested sending letters to the building owners reminding them that their buildings are in the Historic District, and changes to the building need to come before the Historic Commission.

Chairman Owen asked for a brief summary of the Cemetery Tour that was held in October. Commission Member Coley Bartholomew said approximately 40 people attended the tour. Ms. Bartholomew said she felt the weather had a lot to do with the low attendance of the tour. She said the characters did a wonderful job, and she commended Commission Member Bette Sprecher on the job she did portraying Ms. Allen. Ms. Bartholomew also said she had recorded the event and could possibly incorporate that recording in the advertisement for the 2017 cemetery tour. Ms. Owen also recognized Mr. Hickox for the flyer he had composed for the tour.

Chairman Owen said the Commission had met at the Shelton House for a tour in place of a formal meeting in November 2016. Mr. Hickox pointed out that every member of the Commission attended the tour.

Commission Membership

Ms. Teague explained to the Commission that since the agenda had been sent out, it was discovered that Ms. Tanna Timbes does not live within the Town's Extra Territorial Jurisdiction, and therefore cannot serve on the Historic Preservation Commission. At the time Ms. Timbes was appointed, the fact that she lives outside the ETJ was overlooked. A letter of resignation was submitted by Ms. Timbes, and she is still very supportive of the Commission. Ms. Teague said that the empty position on the Commission will be filled by the Board of Aldermen.

C. BUSINESS ITEMS:

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

Commission Member Coley Bartholomew asked about the logistics of the 2017 Speaker Series and if the time frame would remain the same as last year. She asked about the possibility of a lunch and learn type setting for the event. Mr. Hickox reminded the Commission about the number of people attending the events last year, and how the Town Hall Board Room was filled to capacity at

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

two of the events with standing room only. Chairman Owen said that the Folkmoot Center could be used again for any speaker that would have a big attendance.

Commission Member Joanna Swanson said she had been in communications with Ms. Libba Feichter as a prospective speaker for the Speaker Series. She explained that Ms. Feichter has lived in Waynesville many years and is a former educator and Alderman for the Town of Waynesville. Ms. Swanson recommended Ms. Feichter to be considered for the event in April.

Other people mentioned for consideration as speakers were Alex McKay, Mayor Gavin Brown, and Ann Melton. Another suggestion was forming a panel and allowing the audience to ask questions about specific projects and the National Register designation process. Ms. Tanna Timbes and Commission Member Glenn Duerr would possibly be on the panel. Chairman Owen brought up the possibility of having the characters portrayed in the cemetery tour speaking at one of the meetings.

The Commission decided that the series would be held starting in February and going until May on the first Thursday of each month beginning at 4:00 pm. The second Thursday of each month will be reserved as an inclement weather date. There was much discussion about the cemetery characters and the panel discussion being held at the Folkmoot Center in Hazelwood. Chairman Owen asked that she and Commission Members Coley Bartholomew and Alex McKay meet and have the speakers and topics locked in by the next regular Commission meeting on January 4, 2017.

Green Hill Cemetery

Ms. Teague presented to the Commission copies of the final draft of the Greenhill Cemetery nomination from the State Historic Office. The request will now be forwarded to the Nomination Committee for the State of North Carolina. She said that one of the requirements of the nomination is that the Town hold a meeting for public comment on the nomination. She suggested the public comment period be incorporated into the next regular meeting which will be held on January 4. It will be advertised in the newspaper and on the Town's website. Any comments received at this meeting will be put in minutes form and forwarded to the state staff for their consideration. She explained that originally it was planned for the nomination to be on the state's agenda for October, but the state's staff had some comments, and it was referred back to the consultant, Mr. Dan Pezzoni. Mr. Pezzoni incorporated their comments to make it a stronger application, and now he and the state staff feel they are better prepared to move forward with the nomination process.

Staff

Ms. Teague she has asked Mr. Hickox to take a lead role with the Commission's activities in the coming year. Ms. Teague and Eddie Ward will also be available to assist the Commission, with Mr. Hickox being the primary contact person.

D. CALL ON THE AUDIENCE

Russ Avenue Widening

Chairman Owen introduced Mr. Charles McDarris who owns properties at 28 and 52 Walnut Street also referred to as the Stringfield houses. These houses are listed on the National Historical Register. Mr. McDarris said he had focused on maintaining the Historical significance of these properties for about 15 years. These houses have been refurbished, maintaining most of the original interior and exteriors of the properties, and he expressed he has great pride in both buildings.

Mr. McDarris stated had received a letter from the North Carolina Department of Transportation concerning a project which calls for the widening of Russ Avenue. After attending a meeting about the project, Mr. McDarris learned that in order for Russ Avenue to be widened from the bridge at Boundary Street to North Main Street, a significant portion of the front yard of the buildings, a 100 year old brick wall, and a 120 year old Maple tree will be taken from the property by adding a lane of traffic, bike lane and new sidewalks. He presented the Commission with the written information he had received, and stated that the project is in the planning stages. He asked for help from the Historic Commission for input to the Board of Aldermen, Town Staff and NCDOT against the widening project in the Historic District. A public comment period is scheduled to NCDOT through January 13, 2017. Ms. Teague reiterated that the Town has not had an opportunity to review any plans at any depth, so she felt there is time to respond and make special requests concerning this project. She asked Mr. McDarris to stay in communication with staff about any correspondence he has with NCDOT.

Vicinitus Haywood

Mr. Mike McLean introduced himself to the Commission and said he and his wife publish the "Vicinitus Haywood" paper that it is being distributing as part of The Mountaineer Newspaper. He writes historical articles every month that pertain to Haywood County. He asked the Commission to contact him if there was an interesting story they would like to have in the publication. Currently 30,000 copies a month are published and sent to residential addresses. Mr. McLean hopes to increase publications and make history a major part of the paper.

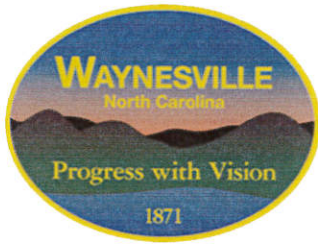
E. ADJOURN

With no further business, Commission Member Glenn Duerr made a motion, seconded by Commission Member Ron Sullivan, to adjourn the meeting at 3:12 p.m. The motion passed unanimously.

The next meeting is scheduled for January 4, 2017 at 2:00 pm.

Eddie Ward, Deputy Clerk

Sandra Owen, Chairman



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Peter Sterling

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Ronald Sullivan

Alex McKay

Development Services

Director

Elizabeth Teague

RESOLUTION BY THE TOWN OF WAYNESVILLE HISTORIC PRESERVATION COMMISSION REQUESTING THE REMOVAL OF WALNUT STREET FROM THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION'S RUSS AVENUE IMPROVEMENT PLAN

Whereas, the proposed North Carolina Department of Transportation's Russ Avenue Improvement Plan includes Walnut Street from its connection with Russ Avenue to its connection with North Main Street; and

Whereas, this portion of Walnut Street is a prominent part of the Spread Out Historic District, and contains multiple historic buildings and walls; and

Whereas, the proposed North Carolina Department of Transportation's Russ Avenue Improvement Plan calls for the removal of at least one historic retaining wall and the removal of significant portions of the front lawns of several historic buildings; and

Whereas, these changes would drastically and negatively affect the overall appearance and function of these properties, thus damaging the integrity of the historic district; and

Whereas, the Town of Waynesville Historic Preservation Commission is tasked with identifying and preserving the historic resources of Waynesville and with promoting public understanding and appreciation of those resources.

Now Therefore Be It Resolved that the Town of Waynesville Historic Preservation Commission respectfully requests that the North Carolina Department of Transportation remove Walnut Street from the scope of work of the proposed Russ Avenue Improvement Plan or redesign the project to remain within the existing footprint of the roadway through the Spread Out Historic District.

Adopted this 4th day of January, 2017.

Sandra Owen, Chairman

Eddie Ward, Clerk to the HPC

#41



COMPLETE

Collector: Web Link 1 (Web Link)

Started: Monday, December 12, 2016 11:24:38 AM

Last Modified: Monday, December 12, 2016 1:14:11 PM

Time Spent: 01:49:32

IP Address: 64.28.200.196

PAGE 2: Commission Staff

Q1: Is your commission a CLG?

Yes (completing this report is mandatory)

Q2: Name of Preservation Commission

(no label)

Select your CLG commission:

Waynesville Historic Preservation Commission

Q3: Staff Contact (the city or county employee that provides staff services to the commission)

Name	Elizabeth Teague
Title	Development Services Director
Name of Local Government	Town of Waynesville
Mailing Address	PO Box 100
City	Waynesville, NC
ZIP	28786
Telephone	(828) 456-2004
E-mail	eteague@waynesvillenc.gov

Q4: The commission staff person is employed by:

The local government

Q5: On average, approximately how many hours in a typical 40-hour work week does the staff person spend on preservation commission work?

10

Q6: Has your community experienced staff turnover for the staff member(s) who work with the local preservation commission?

Yes,

If yes, please indicate if you still have dedicated staff for the commission, and provide the name and contact info of staffer.
As the current coordinator, I am new to Waynesville in the last year and a half.

PAGE 3: Commission Members

Q7: How many voting commission members are there?

9

Q8: How long are commissioners' terms?

3 years

Q9: Is there a limit to the number of consecutive terms a member may serve?

Yes, 2 terms

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Q10: Were there any vacancies on the commission between October 1, 2015 and September 30, 2016?	Yes (how many?) or other 1
Q11: If you had commission vacancies during this reporting period, please indicate the method(s) your local government used to seek professionals to serve on the commission.	Directly contacted professionals known to reside within the CLG's jurisdiction Placed announcements in local media specifically recruiting professional members
Q12: Were all vacancies filled within 60 days as required by federal law?	Yes
Q13: Per the previous question, how many vacancies were not filled within 60 days and why?	0
Q14: Were any vacancies filled by new appointments?	Yes, we have new members who have not served before (how many?) 1
Q15: Please provide the following information on your commission chair.	
Salutation (Mr., Ms., Mrs., Dr., etc)	Mrs.
Name	Sandra Owen
Date of Term Expiration	6/30/2019
City/Town	Waynesville, NC
Email Address	blon@charter.net

PAGE 4: Commission Meetings & Procedures

Q16: When does the preservation commission meet? (For example, the third Wednesday evening of every month)	First Wednesday of every month
Q17: How frequent is the preservation commission's regularly-scheduled meeting?	Once a month
Q18: Does the local government attorney attend commission meetings?	Sometimes; it depends on the meeting
Q19: How many hours is a typical commission meeting?	2.0
Q20: Does your commission have an active, maintained website?	Yes or Other (please specify and provide links if applicable) Town of Waynesville maintains website with Historic Commission information and information on the History of Waynesville
Q21: How does the commission provide public meetings and notices? This includes meeting announcements, commission vacancies, and agendas.	Website, Email (listserv, etc), Mail, Newspaper articles

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Q22: How does the commission provide public documents? This includes design guidelines and COA applications.

Website, Email (listserv, etc),

Printed materials in a specific location (planning office, library, etc)

Q23: Does the commission or local government enforce penalties or fees for after-the-fact Certificates of Appropriateness (COAs)?

Yes or Other (please specify)

\$200 fee for starting without a permit

PAGE 5: Historic Resources & Preservation Programs in Your Community

Q24: How many of the following does your community have as of this survey date?

Local Landmarks	14
Local Residential Historic Districts	1
Local Commercial Historic Districts	2
National Register Individually-Listed Properties	6
National Register Residential Historic Districts	1
National Register Commercial Historic Districts	2
National Historic Landmarks	0
Properties of Statewide Significance	0

Q25: If any historic resources in your community were not listed in the previous question, please provide more information here.

Waynesville has submitted an NR application for the Greenhill Cemetery

Q26: Does your community have a preservation non-profit?

Yes or Other (please specify)

Haywood County Historical Society

Q27: Does your commission have community partnerships? Examples would be a paint shop discount for local historic district residents or educational programs with the local school system.

Yes/Other (please specify)

We have a very active community of Bed and Breakfasts, many of which are in historic properties. They have assisted us with distribution of our "Historic Waynesville, a self-guided tour" books and with promotion of Historic Commission Educational Events.

Q28: Does your commission work with local real estate agencies/agents and independent home sellers ("FSBO") to notify potential buyers of local designation to the property? This can be through the MLS listing or a brochure.

Yes (please explain how you work together) or Other (please specify)

I will meet with potential buyers and real-estate agents to answer questions and discuss properties.

PAGE 6: Commission Duties & Responsibilities

Q29: Does your commission charge a fee to submit a local landmark or historic district report?

Yes (please provide amount) or other

\$200 to apply for local landmark designation

Q30: For local landmark or historic district reports, who is responsible for paying for the report preparation? This can include consultant fees.

The applicant

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Q31: Has your commission been involved with the development of a local preservation plan?

No

Q32: Are you and/or your commission familiar with the State of North Carolina 2013-2022 State Historic Preservation Plan?

Yes

(http://www.hpo.ncdcr.gov/NorthCarolina_2013-2022_HistoricPreservationPlan.pdf)

Q33: Commissioners and locals do an amazing job protecting our state's resources and we thank everyone for this generous contribution. How is your commission and/or local government working towards the goals of North Carolina's historic preservation plans?

This year we asked an intern to revisit and update our study list and have moved forward with a nomination to the national register of one historic property. The Commission also organized educational events to raise awareness about historic properties and events in Waynesville.

Q34: Does your commission use technology to strengthen/or maintain a strong preservation network by sharing successes and information with a variety of audiences and to target specific audiences?

Yes,

Please elaborate

Participate in Statewide listserve and provide Historic District and property mapping upon request.

Q35: Does your commission provide training opportunities for decision-makers at the state and local levels, including elected officials and preservation and planning commission members and staff? Are a variety of topics offered or is training limited to specific subjects?

Please elaborate

Participated in Statewide trainings in Brevard and Greensboro and made training available to HPC members.

Q36: Does your commission make preservation a key public policy objective that is supported by an advocacy that is well informed and organized?

Yes,

Please elaborate

Historic Preservation goals are included in the Town's adopted Comprehensive Land Use Plan and specific guidelines are provided within the Town's Land development Standards.

Q37: Does your commission increase the capacity of preservation organizations and the private sector, to engage in preservation by fostering strong leadership and management?

Yes,

Please elaborate

Work with Leadership Haywood County program to educate civic leaders on Historic Preservation component of the curriculum

Q38: Is the survey data for your jurisdiction, town, city, county, etc., current and comprehensive? Is updated survey information readily available to the general public?

Yes,

Please elaborate

We had an intern from Western Carolina review our study list to make recommendations. Study list and survey data are available in Town Hall for interested parties.

Q39: Does your commission maintain an inventory of buildings deemed to be of historic importance in your community?

Yes

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Q40: Please approximate the number of individual, standing buildings with historic significance in your community. This number includes those that are and aren't historically designated.

42

Q41: Please indicate the incentives your local government offers.

Other (please specify)
Local property tax incentive for landmark designation

Q42: If applicable, please explain the incentives indicated in the previous question. Provide details such as total amounts given and number of properties that have taken advantage of the incentives.

A 50% property tax break is granted annually to locally designated landmarks by Waynesville and Haywood County.

Q43: Does your commission have a demolition by neglect ordinance? This can be a stand-alone ordinance or a clause in the commission's ordinance.

No

Q44: Has your commission or local government ever enforced the demolition by neglect ordinance mentioned in the previous question?

No

Q45: Does your commission compile an annual report for your governing board (City Council, etc)?

Yes

Q46: Does your commission (with or without community partners) manage a revolving fund?

No

Q47: Does your commission have an annual retreat or check-in?

Other (please specify)
This year we did one for the first time in many years.

Q48: Does your commission conduct survey work in the community?

Yes

PAGE 7: Commission Finances

Q49: Please provide an estimated dollar amount of fees collected in a typical year by the commission. This can include COA fees, local designation application fees, and fines for violations.

0

Q50: Excluding the fee income mentioned in the previous question, what is your commission's total operating budget for one year?

93502

Q51: What is the local government's annual appropriation to the HPC?

2000

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Q52: Does the preservation commission have any additional sources of funding

Yes: please describe any additional sources of funds
The Commission is supported in terms of staffing, travel and training and other overhead within the budget of the Development Services Department for the Town of Waynesville. Allocation will vary based on budget year and project activities of the HPC. This past FY: *the Historic Commission raised over \$300 through the sale of "Historic Waynesville" guide, *the Town of Waynesville allocated \$5,700 for the Greenhill Cemetery National Register Nomination, *the Town of Waynesville allocated \$2000 for other historic project activities of the HPC.

Q53: Generally speaking, what percentage of the commission's annual income (or budget) is spent on the following?

Administrative (printing, etc)	55.0
Consultant work (for landmark reports, etc)	6.0
Programs (plaques, community events, etc)	25.0
Commissioner training and travel costs	10.0
Other	4.0

PAGE 8: Commission Education & Outreach Programs

Q54: Please indicate which of the following educational activities your commission carries out.

Home tours, Site events, Book sales,
Walking tours, Plaque/marker/signage program,
Print materials,
Discussion/lecture series or educational event (a window repair workshop, for example)

Q55: In dollars, how much does your commission SPEND on average in a year on education and outreach programs?

5000

Q56: In dollars, how much does your commission EARN (before subtracting program costs) on average in a year through education and outreach programs?

1000

Q57: Does your commission seek out funding for education and outreach programs? (This includes CLG grants, local government matches, and other financial sources.)

No

Q58: Please describe your education and outreach programs, especially ones that you are planning or those that have been successful in past. Website and program names would be nice to have. (Other commissions are especially eager to hear the great things their fellow commissions are doing! Your responses will be shared.)

Greenhill Cemetery Tour
"Haywood Ramblings" Speakers Series
Distribution of Historic Waynesville self guided tour book

Q59: How many local designations did the commission make during this reporting period?

Local Landmarks	0
Local Residential Historic Districts	0
Local Commercial Historic Districts	0
Local Historic District Boundary Increases	0

Q60: How many local designation reports did the commission receive during this reporting period? 0

Q61: Approximately how many local landmarks in your community are currently receiving the 50% property tax deferral afforded through G.S. 105-278? 14

Q62: Approximately what is the dollar amount of taxes deferred through the 50% property tax deferral in your community this past year? 20000

Q63: How many National Register (NR) listings took place in your community during this reporting period?

NR Individually-Listed Properties	0
NR Residential Historic Districts	0
NR Commercial Historic Districts	0
NR Historic District Boundary Increases	0

Q64: Were any local or National Register historic designations removed or reduced in size during this reporting period? This includes through demolition, a boundary decrease, or property owner request. No

Q65: Please provide additional information regarding any other designation activity in your community during the reporting period. This can include National Historic Landmarks and properties of Statewide Significance.

We submitted a National Register Nomination on Greenhill Cemetery.

Q66: Has your commission acquired property through G.S. 160A-400.8(3) in this reporting period? This can include revolving fund or house museum properties. No

PAGE 10: Certificates of Appropriateness (COAs) during report period of 10.1.2015, to 9.30.2016

Q67: Please provide the number of COA application rulings during the reporting period.

Total	4
Approved	4
Approved with conditions	1
Denied	0
Withdrawn/Deferred/Resubmitted	0
Other	0

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Q68: Please provide the type of COA applications received during the reporting period.

Total	4
Minor works	2
Major works (includes demolition and new construction)	2
After-the-fact COAs	1

Q69: How many COA applications did your commission receive during this reporting period for demolition or relocation?

0

Q70: Considering the number COA applications for demolition or relocation you noted in the previous question, please respond to the following questions.

How many were denied?	0
How many were approved?	0
How many were approved with conditions?	0
How many were withdrawn or deferred?	0
How many were acted upon? (This can also include approved COAs reported in a previous reporting period that were not acted on during that reporting period.)	0
Other.	0

Q71: For major work, do you advise applicants prior to their hearing before the full commission?

Yes, staff advises,
Other (please specify)
non-binding advisory meeting held with a non-quorum of committee members

Q72: Were any COA decisions appealed during the reporting period?

No

Q73: Do you charge a fee for COA applications?

No

Q74: If you charge for COAs, please explain your COA fee structure. If it's on a website, a link is acceptable.

n/a

Q75: If your commission dealt with after-the-fact COAs during this reporting period, please indicate how many and other information on the circumstances.

Someone did work on a contributing building within our Main street Historic District without a building permit and COA. They were fined \$200 and had to submit materials for both. A minor COA was granted.

PAGE 11: Commission Training

Q76: Did the commission staff person and at least two commissioners attend a training between the period of October 1, 2015, and September 30, 2016, as required by the CLG program?

Yes

Q77: Do you train your new commissioners? This includes in-house training and materials.

Yes

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Q78: Please indicate which of the following training opportunities you and/or your commissioners attended during October 1, 2015, to September 30, 2016.

Brevard CLG Training (April 15, 2016),
CLG Training, Preservation North Carolina Annual Conference, Greensboro, NC (September 29, 2016)

Q79: Please suggest three (3) training topics that would be most beneficial to you and the preservation commission.

Quasi-judicial Procedures,
Basic Principles of Preservation,
"Green" Preservation and Sustainability Issues

PAGE 12: Feedback to the North Carolina State Historic Preservation Office

Q80: Please rate the following resources offered by our office.

Website	5 - Extremely valuable
GIS maps	5 - Extremely valuable
NCPres Listserv	5 - Extremely valuable
Staff consultations (including Restoration Branch, National Register and Survey Branch, and office branches)	5 - Extremely valuable
Training	5 - Extremely valuable
Newsletters (CLG and Worth Saving)	4 - Good to have
Facebook page	Not Applicable
Print materials	4 - Good to have

Q81: Please suggest ways in which the North Carolina State Historic Preservation Office can better serve your community.

We appreciated the CLG training in Brevard and were able to get two HPC members plus staff there. Please consider doing more trainings in WNC.

PAGE 13: Documentation request: New Commissioner Resumes

Q82: Documentation of new commissioner(s) is:

Other (please specify) will send separately

PAGE 14: Documentation request: Resources lost or added to the survey

Q83: Documentation of resources lost or added to the survey is:

Other (please specify) not applicable

PAGE 15: Documentation request: Optional

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Q84: Documentation of other commission/preservation activity is: Other (please specify) will send separately

Q85: If possible, please provide a brief overview or link to any newspaper articles related to preservation in your community. (Previous versions of the CLG survey asked for newspaper clippings that, when paired with the survey responses, provided a nice annual community "snapshot" for our records.)

will send separately

PAGE 16: Commission Activity Overview

Q86: Please summarize the commission's accomplishments, successes, and MAJOR activities during the reporting period. Include grant projects, educational and public awareness efforts, and innovative collaborations. Also describe any significant challenges, problems, or difficult issues faced by the commission during the reporting period.

Town developed and submitted a National Register Nomination for the Greenhill Cemetery with the assistance of consultant Dan Pezzoni.

HPC held two very popular events in a speaker series, "Haywood Ramblings" and in a tour of Greenhill Cemetery in which local officials dressed in period costumes to tell the story of some of the more famous or interesting characters buried there.

PAGE 17: Affirmations

Q87: The designated CLG staff person, the preservation commission chair, and the chief elected local official(s) hereby affirm that the certified local government meets all standards for certification and continues to operate according to the guidelines for certification as set forth in 36 CFR Part 61 and in the "Guidelines for North Carolina's Certified Local Government Program." We affirm that, in accordance with N.C.G.S. 160A-400.7, all members of the historic preservation commission are qualified to serve, a majority having demonstrated their competence through either their educational or professional experience or through their special interest in, and knowledge of, historic preservation. We affirm that the certified local government has made a good faith effort to appoint to the commission professionals from the disciplines of architecture, history, architectural history, planning, archaeology, or a closely related discipline, and have attached written documentation of such effort. Finally, we affirm that all members meet the residency requirements of N.C.G.S. 160A-360 and 160A-400.7. (Affirmation below is considered by the HPO as an electronic signature.)

We affirm.