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AGENDA REGULAR MEETING

**HISTORIC PRESERVATION COMMISSION
MUNICIPAL BUILDING, 16 SOUTH MAIN STREET
OCTOBER 3, 2018
WEDNESDAY, 2:00 PM**

A. CALL TO ORDER:

1. Welcome/Announcements
2. Adoption of Minutes
 - **Motion:** *Adopt September 5, 2018 meeting minutes as presented (or as corrected)*

B. BUSINESS ITEMS:

1. Green Hill Cemetery Tour
2. Report on identification of historic sites or structures to be impacted by NC DOT South Main Street project
3. Report on coloring book distribution to Waynesville 4th graders

C. CALL ON THE AUDIENCE

D. ADJOURN – *The next meeting of the HPC will be held on November 7, 2018.*



TOWN OF WAYNESVILLE

Historic Preservation Commission

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Development Services
Director
Elizabeth Teague

Sandra Owen, Chairman
Alex McKay, Vice-Chairman
Ann Melton
Linda Ann Lee
Abigail Carver
Glenn Duerr
Jeff Childers
Virgil Messer
Bill Revis

Regular Meeting
Municipal Building, 16 South Main Street, Waynesville, NC 28786
Monday, September 5th, 2018 2:00 pm

The WAYNESVILLE HISTORIC PRESERVATION COMMISSION held a regular meeting on Monday, September 5th, 2018 at 2:00 p.m. in the conference room of the Municipal Building, 16 South Main Street, Waynesville, NC.

A. CALL TO ORDER:

1. Welcome/Calendar/Announcements

Ms. Sandra Owen, Chairman, welcomed everyone and called the meeting to order at 2:03 p.m. She asked the two new Commission members, Ms. Linda Ann Lee and Ms. Abigail Carver to introduce themselves.

The following members were present:

Sandra Owen
Alex McKay
Ann Melton
Linda Ann Lee
Abigail Carver
Glenn Duerr
Jeff Childers
Virgil Messer
Bill Revis

The following members were absent:

None

The following staff members were present:

Byron Hickox, Land Use Administrator
Chelle Baker, Administrative Assistant

2. Adoption of Minutes from the August 1, 2018 Meeting

Commission Member Ann Melton made a motion, seconded by Commission Member Alex McKay, to approve the minutes of the August 1, 2018 meeting as presented. The motion passed unanimously.

B. BUSINESS ITEMS:

1. Green Hill Cemetery Tour

Commission Members Alex McKay and Ann Melton gave an update on the upcoming Green Hill Cemetery Tour. They spoke about the additional new characters planned for this year along with the returning characters. Discussion took place regarding needed volunteer positions, flyers, and the date of October 13, the Commission's 4th Annual Cemetery Tour. Mr. Revis expressed that this event would be an opportune time to acknowledge the recent National Register designation of the Green Hill Cemetery.

Commission member Virgil Messer arrived at 2:15 p.m.

2. Discuss Historic Preservation Commission planning session

Mr. Byron Hickox, Land Use Administrator, advised the Commission that a date was needed to be set for a planning session that would be a public meeting and embody what the Commissions' goals would be for the next year to three years. The Commission set a tentative date of Wednesday, November 7, 2018 from 10 a.m. to 2 p.m. at the municipal building, 16 South Main St.

3. Identify historic sites or structures to be impacted by NC DOT South Main Street project

Commission Members Alex McKay and Bill Revis advised that they attended the NC DOT South Main Street presentation at Haywood Community College. Mr. Revis advised that the State has also currently been doing a historical survey. Mr. McKay passed around historical pictures and spoke about the wall markers on Country Club Drive also known as the entrance to Belle Meade. Mr. Childers talked of the possibility of it being saved and relocated by the rocks being marked and rebuilt. The Commission decided to send an immediate informal email to SHPO stating the historical sites and structures they are looking into and that further information will be sent. The Commission agreed this should be followed by an official letterhead with the full documentation of the historic sites and structures needing identification.

4. Report on Pigeon Community Study

Mr. Byron Hickox gave an update that Sybil Argintar had submitted her completed survey into the state on August 31st and that this report can take several weeks to get back.

5. Chairman Owen advised in reference to the CLG report that she was looking for clarification on whether the Commission was allowed to have entry into the Presbyterian Manse and other future

historic sites under consideration for a Certificate of Appropriateness. Commission Member Childers stated that he would like the Commission to get full documentation of the interior and exterior features and history of the manse before it was gone.

Commission Member Glenn Duerr requested that he would like enough Historic Preservation coloring books set aside for this year's students.

C. ADJOURN

With no further business, Commission Member Virgil Messer made a motion, seconded by Commission Member Glenn Duerr to adjourn at 3:29 p.m. The motion carried unanimously.

Sandra Owen, Chairman

Chelle Baker, Administrative Assistant