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AGENDA REGULAR MEETING

HISTORIC PRESERVATION COMMISSION
MUNICIPAL BUILDING, 16 SOUTH MAIN STREET
NOVEMBER 4, 2020
WEDNESDAY – 2:00 PM

A. CALL TO ORDER:

1. Welcome/Announcements
2. Adoption of Minutes
 - **Motion:** Adopt October 7, 2020 meeting minutes as presented (or as corrected)
 - **Motion:** Adopt October 27, 2020 meeting minutes as presented (or as corrected)

B. BUSINESS ITEMS:

1. Discussion of Recognition Award for Local Preservationists
2. Discussion of a Winter Planning Retreat
3. Discussion of Design Review Guidelines

C. OTHER BUSINESS

D. ADJOURN – *The next meeting of the HPC will be held on December 4, 2020.*



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

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

Regular Meeting

Municipal Building, 16 South Main Street
Wednesday, October 7, 2020 - 2:00 PM

The **WAYNESVILLE HISTORIC PRESERVATION COMMISSION** held a regular meeting on Wednesday, October 07, 2020 at 2:00 PM in the board room of the Town Hall, 9 South Main Street, Waynesville, NC.

CALL TO ORDER:

Ms. Sandra Owen, Chairman, called the meeting to order at 2:00 p.m. She asked if anyone had any announcements.

The following members were present:

Sandra Owen
Alex McKay
Linda Ann Lee
Jeff Childers
Bill Revis
Lorna Sterling
Merritt Tongen

The following members were absent:

Ann Melton
Abigail Carver

The following staff members were present:

Byron Hickox, Land Use Administrator
Esther Coulter, Administrative Assistant

Land Use Administrator Byron Hickox told the commission that after several emails and phone calls with no response, he sent a Certified Letter to Abigail Carver regarding her lack of attendance at Historic Preservation Commission meetings since July 2019. He will send an email to ask the Board of Alderman to vacate her seat and fill it. He then read an email from Ann Melton resigning from the board. She thanked the board and stated she will reapply in the future.

Historic Preservation Commission Minutes

Regular Meeting

October 07, 2020

Chairman Sandra Owen asked for a motion to adopt the September 2nd, 2020 minutes.

A motion was made by Commission Member Lorna Sterling, seconded by Commission Member Linda Ann Lee to approve the minutes of the September 2nd, 2020 meeting as presented or as corrected. The motion passed unanimously.

BUSINESS ITEMS:

1. Discussion of Local Historic Landmark Designation for 53 Walnut Street.

Land Use Administrator Byron Hickox said he had received a few minor comments from the State Historic Preservation Office regarding the Local Historic Landmark report for 53 Walnut Street. After consulting with Town Manager Rob Hites, Byron recommended separate public hearings for the HPC and the Board of Aldermen. He asked if the HPC members were available to schedule a special called meeting. The HPC agreed that Tuesday, October 27th, 2020 at 2:00 PM would be the best available date for this public hearing.

2. Suggestions for Recognition of Local Preservationists

Mr. Hickox said that HPC Member Bill Revis suggested some sort of recognition for local property owners who have done a great job restoring or renovating a historic property. Mr. Revis suggested that this recognition could be done annually with reporting in the local press. HPC member Alex McKay suggested a plaque instead of a certificate. Mr. Revis suggested that they talk about it more at the next meeting (time of year, how many to choose, what to give them, name for the award, etc.).

3. Discussion of Design Review Guidelines

Page 23 – Fire Escapes & Decks – Board member Lorna Sterling read an article from The Smoky Mountain News pertaining to Wall Street. The article identified Wall Street as a hidden gem with plenty of parking, unique buildings, and recent renovations. It's like a second Main Street which the HPC needs to review. Regarding the Design Review Guidelines, she indicated that decks, fire escapes, and staircases are not necessarily historic elements and should be placed out of view when feasible.

Page 24 - Gutters & Downspouts - No language in this section needs changes.

Page 25 – Lighting – The members discussed references to neon signs. Byron indicated that exposed neon tubes are not permitted per the sign standards. Businesses that had previously had neon signs have removed them. Mr. Revis mentioned that street lighting should be the same throughout the town, specifically Main Street, Hazelwood, and Frog Level.

Page 26 - Roofs – This section needs few changes. Expand #1 and address allowances for modern materials. Indicate that roof shapes should be maintained. Remove some of the language regarding maintenance.

Colored roofs should not take away or distract from historic features.

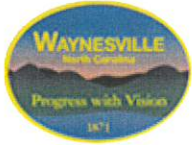
Page 27 - Signs – Mr. Hickox stated that he works closely with the sign permit process for the town. The HPC discussed murals on buildings and questioned whether they were art or advertising. The HPC agreed to continue discussion of this topic next month.

ADJOURN

With no further business, A motion was made by Commission member Alex McKay, seconded by Commission Linda Ann Lee to adjourn at 3:45p.m. The motion carried unanimously.

Sandra Owen, Chairman

Esther Coulter, Administrative Assistant



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Special Called Meeting

Town Hall, 9 South Main Street, Waynesville, NC 28786
Tuesday, October 27, 2020 – 2:00 PM

The **WAYNESVILLE HISTORIC PRESERVATION COMMISSION** held a Special Called Meeting on Tuesday, October 27, 2020 at 2:00 PM in the of the Town Hall Board Room, 9 South Main Street, Waynesville, NC.

CALL TO ORDER:

Ms. Sandra Owen, Chairman, called the meeting to order at 2:03 p.m. She asked if anyone had any announcements.

The following members were present:

Sandra Owen
Alex McKay
Linda Ann Lee
Jeff Childers
Bill Revis
Lorna Sterling

The following members were absent:

Ann Melton
Abigail Carver
Merritt Tongen

The following staff members were present:

Byron Hickox, Land Use Administrator
Esther Coulter, Administrative Assistant

The property owner was present:

Austin Lee

Business Items

1. Public Hearing to consider the designation of the property described as 53 Walnut Street (PIN 8615-48-0609) as a Local Historic Landmark.

Chairman Sandra Owen asked Austin Lee to speak about his house. Mr. Lee said the house was built in 1906. He purchased the house 4 years ago and it had been completely gutted except the floors and the wood staircase. The doors are original, and the windows are replicas that were done in 2000. They custom made the trim from pieces that were left in the house. Mr. Lee said it was hard work, he loved doing it, and it was all worth it.

A Motion was made by Commission Member Alex McKay, seconded by Commission Member Linda Lee, to approve an Ordinance that the Board of Alderman may adopt to designate The Charles U. Miller House at 53 Walnut Street a Local Historic Landmark. The motion carried unanimously.

ADJOURN

With no further business, A motion was made by Commission member Lorna Sterling, seconded by Commission Bill Revis, to adjourn at 2:13p.m. The motion carried unanimously.

Sandra Owen, Chairman

Esther Coulter, Administrative Assistant