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## **AGENDA REGULAR MEETING**

**HISTORIC PRESERVATION COMMISSION  
TOWN HALL BOARD ROOM, 9 SOUTH MAIN STREET  
SEPTEMBER 1, 2021  
WEDNESDAY – 2:00 PM**

### **A. CALL TO ORDER:**

1. Welcome/Announcements
2. Adoption of the August 4, 2021 Minutes

### **B. BUSINESS ITEMS:**

1. Discussion of Green Hill Cemetery Tour
2. Discussion of HPC Member Handbook
3. Discussion of Sulphur Springs Spring House

### **C. OTHER BUSINESS**

**D. ADJOURN** – *The next meeting of the HPC will be held on October 6, 2021.*



# 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, August 4<sup>th</sup>, 2021 – 2:00 PM**

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The **WAYNESVILLE HISTORIC PRESERVATION COMMISSION** held a regular meeting on Wednesday, August 4<sup>th</sup>, 2021 at 2:04p.m. in the Board Room of Town Hall.

#### **A. CALL TO ORDER:**

Ms. Sandra Owen, Chairman, welcomed everyone and called the meeting to order at 2:05 PM.

The following members were present:

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

The following staff members were present:

Byron Hickox, Land Use Administrator  
Esther Coulter, Administrative Assistant

Chairman Owen asked if anyone had announcements.

Land Use Administrator Byron Hickox announced that Annie McDonald will no longer be working for the State Historic Preservation Office (SHPO). Ms. McDonald will be working for a private firm performing various consulting services.

*A motion was made by Commission Member Alex McKay, seconded by Commission Member Ann Melton to approve the minutes of the July 7<sup>th</sup>, 2021 meeting as presented or as corrected. The motion passed unanimously.*

1. Discussion of Green Hill Cemetery Tour

The Commission Members discussed different community members that would be asked to portray the historic figures for the cemetery tour. Land Use Administrator Byron Hickox confirmed:

1. Sandra will ask Wells to portray W. W. Stringfield
2. Mike McClain - Steven Shelton
3. Ann Melton will discuss the art by W. O. Wolfe and the history of the cemetery
4. Alex will ask Bill to portray Dr. Joseph Howell Way
5. Byron will ask Austin Lee to portray George Francis Willis
6. Alex will ask Jesse to portray John Kader Boone

Mr. Hickox will keep in contact with the Commission Members to confirm these individuals.

2. Creation of HPC Member Handbook

Commission Member Lorna Sterling said that she, Jeff Childers, and Rodney Conard met and discussed creating a quick-start manual that provides a broad overview to cover all basic material for new members. Ms. Sterling is also preparing a write-up regarding the Green Hill Cemetery Tour and the process for choosing the historic figures for each tour.

Chairman Sandra Owen is going to contact Fred Rathbone, who worked at the cemetery, to give the HPC a tour of the cemetery.

Jeff Childers asked where the results of the survey will be housed. Mr. Hickox stated that the digital version will be placed on the town's P-drive and each HPC member would receive a hard copy.

3. Discussion of Sulphur Springs Spring House

Commission Member Rodney Conard stated that John Zucker has provided some plans and ideas for the Spring House, but has been unable to get quotes for the project due to the current workload of contractors within the construction fields. Mr. Hickox said he would talk to Rhett Langston, Director of the Parks & Recreation Department, regarding the possibility of placing funding in the Parks & Recreation budget for repair and/or renovation of the Spring House.

The Commission discussed reprinting the Historic Waynesville self-guided tour book and the possibility of charging \$5.00 per book. Mr. Hickox stated that he will contact Mayor Gary Caldwell to find out if the files and projects from Cornerstone Printing might still exist.

**ADJOURN**

*With no further business, a motion was made by Commission Member Alex McKay and seconded by Commission Member Lorna Sterling to adjourn at 4:00pm. The motion carried unanimously.*

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Sandra Owen, Chairman

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Esther Coulter, Administrative Assistant

**DRAFT**