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## **AGENDA REGULAR MEETING**

**HISTORIC PRESERVATION COMMISSION  
MUNICIPAL BUILDING, 16 SOUTH MAIN STREET  
JUNE 1, 2022  
WEDNESDAY – 2:00 PM**

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

1. Welcome/Announcements
2. Adoption of the May 2022 Minutes (as presented or corrected)

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

1. HPC Member Handbook
2. Green Hill Cemetery Tour Planning

### **C. OTHER BUSINESS**

**D. ADJOURN** – *The next meeting of the HPC will be held on July 6, 2022.*



# TOWN OF WAYNESVILLE

## Historic Preservation Commission

9 South Main Street  
Waynesville, NC 28786

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www.waynesvillenc.gov

Development Services  
Director  
Elizabeth Teague

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

### Regular Meeting

Municipal Building 16 South Main Street, Waynesville, NC 28786

**Wednesday, May 4<sup>th</sup>, 2022, 2:00 PM**

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The **WAYNESVILLE HISTORIC PRESERVATION COMMISSION** held a regular meeting on Wednesday, May 4<sup>th</sup>, 2022, at 2:00 PM in the Conference Room in the Municipal Building.

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

Ms. Sandra Owen, Chairman, called the meeting to order at 2:00 PM.

The following members were present:

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

The following members were absent:

Rodney Conard

The following staff members were present:

Byron Hickox, Land Use Administrator  
Esther Coulter, Administrative Assistant

Chairman Owen asked if anyone had any announcements. Mr. Hickox introduced Caroline Williamson, the newest HPC member, and asked her to share a little about herself. Mr. Hickox also stated that the town received \$17,450 from the Medford Foundation and will use \$4,550 from the town general fund for a total of \$22,000 to be used toward renovating the Sulphur Springs Spring House and improving the park. Mr. Hickox will apply for a TDA grant using the \$22,000 as matching funds.

Sandra Owen chairman asked for a motion to adopt the April 6<sup>th</sup>, 2022 minutes.

*A motion was made by Commission Member Bill Revis, seconded by Commission Member Linda Lee, to approve the minutes of the April 6<sup>th</sup>, 2022, meeting as presented. The motion passed unanimously.*

**1. Creation of HPC Member Handbook**

Commission Member Lorna Sterling presented the board members with a draft welcome packet for new members. Caroline Williamson will receive the first copy. Ms. Sterling also stated that Commission Member Jeff Childers is continuing to work on the handbook. Mr. Childers gave an overview of the handbook.

**B. OTHER BUSINESS**

The Commission Members discussed a list of 13 historic sites throughout the town. They discussed interpretive signage, location, and prioritized the list.

1. Main Street – 2 signs – one at each end of the Main Street Historic District
2. Frog Level Historic District
3. Downtown Hazelwood
4. Spread Out Historic District
5. Green Hill Cemetery
6. The Historic Haywood County Courthouse
7. The Old Library (Rock Building)
8. Love Lane
9. The Way House
10. Pigeon Street
11. Woolsey Heights
12. Sulphur Springs
13. Waynesville Country Club

**C. ADJOURN**

*With no further business, a motion was made by Commission Member Ann Melton, seconded by Commission Member Bill Revis, to adjourn at 3:30 PM. The motion carried unanimously.*

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Sandra Owen, Chairman

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Esther Coulter, Administrative Assistant