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AGENDA REGULAR MEETING

**HISTORIC PRESERVATION COMMISSION
MUNICIPAL BUILDING, 16 SOUTH MAIN STREET
MARCH 1, 2023
WEDNESDAY – 2:00 PM**

A. CALL TO ORDER:

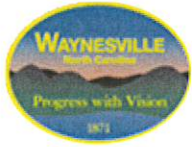
1. Welcome/Announcements
2. Adoption of the February 2023 Minutes (as presented or corrected)

B. BUSINESS ITEMS:

1. Historic Preservation Fund Grant
2. Discussion of Certificate of Appropriateness Process
3. Sulphur Springs Park

C. OTHER BUSINESS

D. ADJOURN – *The next meeting of the HPC will be held on April 5, 2023.*



TOWN OF WAYNESVILLE

Historic Preservation Commission

9 South Main Street
Waynesville, NC 28786

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Development Services
Director
Elizabeth Teague

Alex McKay-Chairman
Rodney Conard-Vice-Chair
Clare Bass
Judi Donovan
Glenn Duerr
Linda Ann Lee
Anne Marie Miller
Bill Revis
Caroline Williamson

Regular Meeting

Municipal Building - 16 South Main Street, Waynesville, NC 28786

Wednesday February 1st, 2023, 2:00 PM

The **WAYNESVILLE HISTORIC PRESERVATION COMMISSION** held a regular meeting on Wednesday, February 1st, 2023, at 2:00 PM in the Conference Room of the Municipal Building.

A. CALL TO ORDER:

Chairman Alex McKay welcomed everyone and called the meeting to order at 2:03 PM. Land Use Administrator Byron Hickox introduced the new member Judi Donovan and asked her to tell the board about herself.

The following members were present:

Alex McKay
Rodney Conard
Clare Bass
Judi Donovan
Glenn Duerr
Linda Ann Lee
Anne Marie Miller
Bill Revis
Caroline Williamson

The following emeritus members were present:

Ann Melton
Sandra Owen

The following staff members were present:

Byron Hickox, Land Use Administrator
Esther Coulter, Administrative Assistant

Chairman Alex McKay asked for a motion to adopt the December 7th, 2022, minutes.

A motion was made by Commission Member Bill Revis, seconded by Commission Member Anne Marie Miller, to approve the minutes of the December 7th, 2022, meeting as presented or amended. The motion passed unanimously.

B. BUSINESS ITEMS:

1. Historic Signage

Land Use Administrator Byron Hickox said the subcommittee met and worked through some designs for historic signs for Frog Level, Hazelwood, and two for Main Street. Mr. Hickox gave out examples of the possible sign designs.

Judi Donovan was sworn in as a Historic Preservation Commission Member.

2. Historic Preservation Fund Grant

Mr. Hickox said that grant funding is available through the State Historic Preservation Office (SHPO) every year for CLGs (Certified Local Governments). The HPC discussed possible projects that could be funded by an HPF (Historic Preservation Fund) grant. The consensus was that the Historic Design Review Guidelines are in desperate need of a major rewrite.

A motion was made by Commission Member Bill Revis, seconded by Commission Member Anne Marie Miller, for staff to prepare a Historic Preservation Fund Grant application to rewrite the Town of Waynesville Historic Design Review Guidelines. The motion passed unanimously.

3. Medford Fund Grant

A motion was made by Commission Member Rodney Conard, seconded by Commission Member Bill Revis to direct staff to pursue the Medford Fund Grant to continue the Sulphur Springs Park project. The motion passed unanimously.

4. Letter of Support for Main Street Arch

Chairman Alex McKay shared the plans to construct a replica of the Historic Main Street Arch that existed across Main Street from 1933 until 1972.

A motion was made by Commission Member Bill Revis, seconded by Commission Member Rodney Conard to adopt a Resolution of the Town of Waynesville Historic Preservation Commission supporting the Downtown Waynesville Association's intention to construct a replica of the Historic Main Street Arch. The motion passed unanimously.

C. ADJOURN

With no further business, a motion was made by Commission Member Bill Revis, seconded by Commission Member Anne Marie Miller, to adjourn at 3:16pm. The motion carried unanimously.

Alex McKay, Chairman

Esther Coulter, Administrative Assistant

DRAFT