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## **AGENDA REGULAR MEETING**

**HISTORIC PRESERVATION COMMISSION  
MUNICIPAL BUILDING, 16 SOUTH MAIN STREET  
APRIL 5, 2023  
WEDNESDAY – 2:00 PM**

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

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

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

1. Introduction of consultant to prepare A Preservation Plan for Waynesville's Historic Commercial Districts
2. Sulphur Springs Park
3. Upcoming Historic Preservation Fund Grant application

### **C. OTHER BUSINESS**

**D. ADJOURN** – *The next meeting of the HPC will be held on May 3, 2023.*



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

# TOWN OF WAYNESVILLE

## Historic Preservation Commission

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Development Services  
Director  
Elizabeth Teague

### Regular Meeting

Municipal Building - 16 South Main Street, Waynesville, NC 28786  
**Wednesday March 1<sup>st</sup>, 2023, 2:00 PM**

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The **WAYNESVILLE HISTORIC PRESERVATION COMMISSION** held a regular meeting on Wednesday, March 1<sup>st</sup>, 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 2:00 PM.

The following members were present:

Alex McKay  
Rodney Conard  
Clare Bass  
Judi Donovan  
Linda Ann Lee  
Anne Marie Miller

The following members were absent:

Glenn Duerr  
Bill Revis  
Caroline Williamson

The following staff members were present:

Byron Hickox, Land Use Administrator  
Esther Coulter, Administrative Assistant

Chairman Alex McKay explained the handouts from board member Bill Revis. Mr. Revis has a stone column in his front yard that was placed there in 1923 as one of several boundary markers around the first subdivision in Waynesville. Mr. Revis is personally having a bronze plaque made to place on that historic column.

*A motion was made by Commission Member Ann Marie Miller, seconded by Commission Member Clare Bass, to approve the minutes of the February 1<sup>st</sup>, 2023, meeting as presented or amended. The motion passed unanimously.*

**B. BUSINESS ITEMS:**

**1. Historic Preservation Fund Grant**

Land Use Administrator Byron Hickox said that he had been contacted by a few consultants that intend to submit the requested proposal to prepare a Preservation Plan for the Commercial Historic Districts of Main Street, Frog Level and Hazelwood. Mr. Hickox asked to set up a subcommittee to review the proposals and select a consultant. The members selected by the HPC to serve on the subcommittee are Ann Marie Miller, Clare Bass, and Alex McKay.

Mr. Hickox stated he was working on the Historic Preservation Fund Grant application for the next fiscal year. This application will request funding to hire a consultant to completely rewrite the Historic Design Standards.

**2. Discussion of Certificate of Appropriateness Process**

Mr. Hickox talked about the ways in which the Historic Design Standards apply to the painting of the exterior of a local historic landmark. The Design Standards read “unpainted masonry shall be left unpainted.” A Certificate of Appropriateness for minor or major works on a local landmark is required.

**3. Sulphur Springs Park**

Mr. Hickox stated that the renovation of the Spring House roof is in progress. He also mentioned that the Park and Rec Department is requesting funding in next year’s budget to pressure wash and paint the fence (with repairs as needed) and to install French drains and perform some grading work around the Spring House to aid with drainage.

**C. ADJOURN**

*With no further business, a motion was made by Commission Member Linda Lee, seconded by Commission Member Anne Marie Miller, to adjourn at 2:40 pm. The motion carried unanimously.*

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Alex McKay, Chairman

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Esther Coulter, Administrative Assistant