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AGENDA REGULAR MEETING

**HISTORIC PRESERVATION COMMISSION
TOWN OF WAYNESVILLE
CONFERENCE ROOM 16 SOUTH MAIN STREET
OCTOBER 7, 2015
WEDNESDAY, 2 PM**

A. CALL TO ORDER:

1. Welcome/Announcements
2. Adoption of Minutes
 - *Motion: September 2, 2015 meeting minutes as presented [or as corrected]*

B. BUSINESS ITEMS:

1. Report on “at-risk” properties from the Development Services Director.
2. Review and possible Approval of Draft Request for Proposals for the Federal Register Nomination for Green Hill Cemetery.
3. Planning for Cemetery Tour, October 10, 4-5pm.
4. Discussion of on-going Planning items: Historic Commission Speaker Series, 2015-2016, and a possible Christmas Home Tour in 2016.

C. COMMUNICATIONS FROM STAFF

D. CALL ON THE AUDIENCE

E. ADJOURN – *The next Meeting is scheduled for November 4, 2015, 2:00pm.*



TOWN OF WAYNESVILLE Historic Preservation Commission

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Development Services
Director
Elizabeth Teague

Chairman
Sandra Owen
Board Members
Ann Melton (Vice)
Joanna Swanson
Coley Bartholomew
Bette Sprecher
Peter Sterling
Glenn Duerr
Ronald Sullivan

REGULAR MEETING HISTORIC PRESERVATION COMMISSION TOWN OF WAYNESVILLE MUNICIPAL BUILDING 16 SOUTH MAIN STREET SEPTEMBER 2, 2015

Members present:

Chairman Sandra Owen
Vice Chairman Ann Melton
Coley Bartholomew
Peter Sterling
Bette Sprecher
Glenn Duerr

Also present:

Development Services Director Elizabeth Teague
Land Use Administrator Byron Hickox
Deputy Clerk Eddie Ward

Absent:

Ron Sullivan
JoAnna Swanson

A. CALL TO ORDER

1. Welcome and announcements

Chairman Owen called the meeting to order at 2:07 p.m., and welcomed everyone. She asked Development Services Director Elizabeth Teague to give some details about the upcoming 2015 Preservation N.C. annual conference to be held in Salisbury, NC on September 16th – 18th. Ms. Teague referred to the schedule of events that members received in the agenda packets. She said

the Town would provide transportation to go to the events, if any of the Commission Members would like to attend. There were several members who expressed interest, and Commission Member Bette Sprecher asked if the training sessions could be recorded so the members who cannot attend could have access to the training also. Ms. Teague said she would poll all members of the board and see who can attend. All agreed the training sessions would be valuable.

2. Adoption of Minutes

Chairman Owen said several grammatical errors had been found in the unapproved draft minutes of June 3, 2015, and August 5, 2015. Revised minutes for both meetings were given to Commission members.

A motion to approve the Minutes of the June 3, 2015 meeting as corrected was made by Ann Melton, seconded by Bette Sprecher. The motion passed unanimously.

A motion to approve the Minutes of the August 5, 2015 meeting as corrected was made by Ann Melton, seconded by Glenn Duerr. The motion passed unanimously.

B. BUSINESS ITEMS

1. Financial Report on book sales

Deputy Clerk Eddie Ward said the Town of Waynesville had been tracking sales of the book Historic Waynesville. Merchants buy these books to be placed in area stores and resold to the public. The total amount to date for the sale of these books is \$4,681.00. Ms. Ward said the Commission has approximately 1,600 of the books remaining. Ms. Teague explained that when money is collected for the books, it is accounted for as an established line item in the budget for the Historical Commission. At the time when more books need to be published, the Commission can go before the Board of Aldermen and request the amount needed. The Commission discussed locations and events where more of the books could be sold.

2. Review of draft policy for notification of the Historic Preservation Commission prior to the Waynesville Fire Department burning down structures.

Chairman Owen brought to the Commission's attention that the Boyd house on the corner of Boyd Avenue and Richland Street had been burned by the Waynesville Fire Department because it had been condemned and the owner had requested the house be burned. Chairman Owen stated the house was over a hundred years old and the interior of the house was original. Ann Melton stated that if the Commission had known the house was to be burned, the Commission could have taken pictures of the house. Ms. Teague stated that she had conferred with Town Manager Onieal about a policy concerning the loss of historic structures within the Town of Waynesville. Manager Onieal asked that an e-mail/memo be formatted to request that the Development Services Department be informed prior to the Town taking any action to demolish or burn a building. This will give the

Commission an opportunity to evaluate such structures for their age, historic, and cultural significance.

Ms. Teague explained to the Commission that condemnation of property is a long process. The property has to be deemed unsafe, and the Town will work with the property owner months or sometimes years. Before condemnation, a hearing is held with the property owner to advise the owner of the condition of the property, and offer suggestions to repair the structure. She said condemnation is done when there is absolutely nothing else that can be done to save the property.

There was much discussion about other properties in the area that could possibly be demolished.

A motion was made by Glenn Duerr, seconded by Bette Sprecher, to request from Code Enforcement and the Waynesville Fire Department a list of any properties to be demolished or burned be given to the Historical Preservation Commission for evaluation of historic value. The motion passed unanimously.

3. Update on a budget amendment request to pursue Nomination for the Green Hill Cemetery to the National Register (going before the Board of Aldermen September 22, 2015.)

At the last Historic Preservation Commission meeting, Ms. Teague said that the Commission had asked about whether or not the Town could fund the pursuit of a nomination for the Green Hill Cemetery to the National Register. She said there was money available in the budget to cover the cost of the grant writing process. A cost estimate was received from Mr. Clay Griffith, a state recognized consultant who has worked with the Commission previously. Ms. Teague said the contract process would have to follow all the state prescribed steps and be sent out for bids. The Commission is scheduled to go before the Board of Aldermen on September 22, 2015 for this request. Several of the members agreed it was a good idea for them to attend the meeting

4. Historic Commission Speaker Series, 2015

Chairman Owen said the Commission is interested in having speakers to speak about historical places and events in Waynesville, come to the Commission meetings and invite the public. She had several names of people who might be willing to speak. Mr. Peter Sterling suggested that several speakers be lined up over several months and possibly schedule the first speaker in February 2016, after the Cemetery tour and the holidays in November and December. He said he would like the Commission to approve the speakers, and speeches, beforehand and have a schedule ready to be sent out by the end of December. Ms. Coley Bartholomew expressed interest in helping with the marketing of the Speaker Series. Chairman Owen stressed that the purpose of this series is to make the residents of Waynesville aware of the Historic value of homes in the area, and to preserve that history.

Ms. Ann Melton gave a presentation about the book Boarding Houses in Waynesville, researched and written by Ms. Melton and the late Mayor Henry Foy. She said the book has information about 42 of the 82 boarding houses and 14 hotels that existed in the Town. Ms. Melton said the fun of writing the book was working with Mr. Foy.

The Commission discussed the Green Hill Cemetery tour that is scheduled for October 10, 2015, 4:00 - 5:00 p.m. The tour is scheduled the same day as the Church Street Arts and Crafts Fair. The Commission hopes to have a good turn out for the tour.

There was much discussion about the possibility of scheduling a Historical Home Tour at Christmas in December 2016. The members agreed that this was an exciting project, and plans will be discussed at a future meeting.

C. COMMUNICATIONS FROM STAFF

No Comments

D. CALL ON THE AUDIENCE

No Comments.

E. ADJOURN

With no further business, it was the consensus of the Commission to adjourn at 3:27 p.m.

Eddie Ward, Deputy Clerk

Sandra Owen, Chairman