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AGENDA REGULAR MEETING

**HISTORIC PRESERVATION COMMISSION
MUNICIPAL BUILDING, 16 SOUTH MAIN STREET
November 4th, 2026
WEDNESDAY – 2:00 PM**

A. CALL TO ORDER

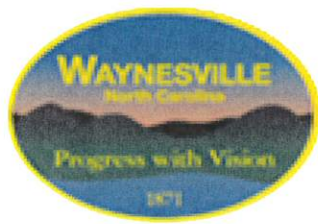
1. Welcome/Announcements
2. Approval of the September 2nd Minutes
3. Approval of the October 7th Minutes

B. BUSINESS ITEMS

1. Coloring Book Drop-Off Report
2. Cemetery Tour Report
3. Historic Signage Update
4. Main St Sign Discussion

C. OTHER BUSINESS

D. ADJOURN



TOWN OF WAYNESVILLE

Historic Preservation Commission

9 South Main Street
Waynesville, NC 28786
Phone (828) 456-8647 • Fax (828) 452-1492
www.waynesvillenc.gov

Alex McKay-Chair
Glenn Duerr-Vice Chair
Clare Bass
Jane Jenkins
Luke Knudson
Bill Revis
Anna Sutton
Caroline Williamson
Anna Whitmire

Land Use Administrator
Alex Mumby

Regular Meeting

Municipal Conference Room - 16 South Main Street, Waynesville, NC 28786
Wednesday, September 2nd, 2026, 2:00 PM

The **WAYNESVILLE HISTORIC PRESERVATION COMMISSION** held a regular meeting on Wednesday September 2nd, 2026, at 2:00 p.m. in the Municipal Conference room.

The following members were present:

Alex McKay-Chair
Glenn Duerr-Vice Chair
Clare Bass
Luke Knudson
Bill Revis
Anna Sutton
Caroline Williamson
Anna Whitmire

The following staff were present:

Alex Mumby, Land Use Administrator
Olga Grooman, Interim Development Services Director
Esther Coulter, Administrative Assistant

Chairman Alex McKay welcomed everyone and called the meeting to order at 2:03

A motion made by Board member Bill Revis, seconded by Board member Luke Knudson to approve June 3rd, 2026, minutes. The motion passed unanimously.

A motion made by Board member Clare Bass, seconded by Vice Chairman Glenn Duerr to approve the move of agenda item 3 to item 2. The motion passed unanimously.

A. BUSINESS ITEMS

1. Election of Chairman and Vice-Chairman

A motion was made by Board member Bill Revis to elect Alex McKay as Chairman, seconded by Board member Clare Bass, nomination accepted by Alex McKay. The motion passed unanimously.

A motion was made by Board member Ann Whitmire to elect Glenn Duerr as Vice Chairman, seconded by Board member Anna Sutton, nomination accepted by Glenn Duerr. The motion passed unanimously.

Chairman Alex McKay read the opening statement on the process and procedures for the Certificate of Appropriateness hearing. All parties were sworn in.

2. Public Hearing for 421 Grimball Dr Certificate of Appropriateness

Chairman Alex McKay opened the public hearing at 2:12 p.m.

Applicant Austin Lee presented the plans for the construction of the attached carport and patio area. He also shared his plans to replace the roof with new asphalt shingles.

The board raised concerns about the material and shape of the columns, the tree canopy of the property, the railing on the patio, the material of the driveway, the screening of pool equipment, and the detailing of the retaining wall.

Mr. Lee stated that the material of the columns would be wood and as close a shape as he can find to the existing columns. He plans to maintain much of the tree canopy and shade covering as he can. He stated he was unsure what material the driveway and parking area would be. He would be reusing some of the wrought iron railing for the railing of the patio or find matching railing. The detailing of the retaining wall would be the same as the existing wall. Mr. Lee was unsure about where the pool equipment would be placed.

Glenn Duerr raised the point that a house built in this time period would not have a pool. The board determined that they were more concerned with the design of the pool and patio rather than the use of the property.

Mr. Lee stated the existing portion that is covered is a terracotta-looking tile that will remain the portico for the house. He stated it will need to be redone with something cohesive just on the portion that is being covered.

Chairman Alex McKay asked for a motion to close.

A motion was made by Board member Luke Knudson, seconded by Board member Anna Sutton to close the public hearing at 2:36 p.m. The motion passed unanimously.

The Board discussed concerns with keeping the integrity of the home, making sure the columns, the walls all match the existing architectural elements, and the pool equipment needs to have a screening.

Chairman Alex McKay made a motion, seconded by Anne Sutton that the pool addition is congruent with the local historic design standards and with these following conditions: The pool equipment screened to be as least visible as possible, and the walls match existing materials. The motion passed unanimously.

Anna Sutton motioned, seconded by Bill Revis, to find the carport congruent with the local historic design standards as long as the details, the rafter tails, and the columns are matched as closely as possible. The motion is to be in accordance with the additional recommendations for the carport that the parking spaces be consistent with the build and hold the integrity of the home. The motion passed 6 to 1.

Chairman Alex McKay called a recess.

3. Public Hearing for 437 Boundary St Local Landmark Designation

Chairman Alex McKay called to order and opened the public hearing at 3:09 p.m.

Land Use Administrator Alex Mumby explained that the house at 437 Boundary St. is located in the Spread Out National Register Historic District, and that the owners Shannon and Sherry Morgan have applied for it to become designated as a Local Landmark designation. Mr. Mumby read the staff report which included architectural and historic information about the home.

Mr. Mumby clarified the duties of the Historic Preservation Commission will be to provide a motion to recommend or not recommend that the home be designated as a local landmark, and the final decision will be made by Town Council.

The applicant Sherry Morgan shared that they bought the house in 2010 when it was foreclosed upon. The condition of the house was very poor and was nearly ready to be condemned. She said Shannon and his father restored the house as close to original as possible. The house was included in the Spread-Out district, and a consultant involved with the designation of the district said the house was the most notable house in the historic district. They then decided to put the home on the tour of historic homes.

The board was very complementary of the work which was done on the homes.

Board member Luke Knudson made a motion, Seconded by Vice Chair Glenn Duerr to recommend approval to designate the house at 437 Boundary St. as a Local Landmark. The motion passed unanimously.

4. Coloring Book Drop-Off Scheduling

Vice Chairman Glenn Duerr gave an update that 500 coloring books were ordered, and that they will be delivered to 237 4th graders this year. Mr. Duerr welcomed everyone to attend, meet the students, and answer questions. He said the kids get really excited about it.

B. OTHER BUSINESS

Mr. Mumby is going to follow up with A to Z signs with the progress on the Historic signage.

Mr. McKay gave final update on Cemetery Tour.

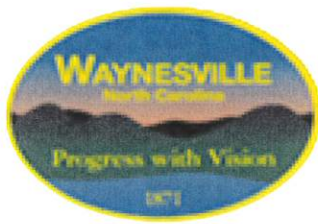
Board member Bill Revis and Mr. Mumby discussed selling tour books outside of the cemetery at the tour.

C. ADJOURN

Chairman Alex McKay adjourned the meeting at 3:30 p.m.

Alex McKay, Chairman

Esther Coulter, Administrative Assistant



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Alex Mumby

Regular Meeting

Municipal Conference Room - 16 South Main Street, Waynesville, NC 28786
Wednesday, October 7th, 2026, 2:00 PM

The **WAYNESVILLE HISTORIC PRESERVATION COMMISSION** held a regular meeting on Wednesday October 7th, 2026, at 2:00 p.m. in the Municipal Conference room.

The following members were present:

Alex McKay-Chair
Glenn Duerr-Vice Chair
Clare Bass
Bill Revis
Anna Whitmire

The following members were absent:

Jane Jenkins
Luke Knudson
Anna Sutton
Caroline Williamson

The following staff were present:

Alex Mumby, Land Use Administrator
Olga Grooman, Interim Development Services Director
Esther Coulter, Administrative Assistant

At 2:00 p.m. the applicant was present and only four members of the Historic board were present. Quorum is reached when at least five members are present. The start of the meeting was postponed until 3:30 when a fifth member would be present.

Chairman Alex McKay called the meeting to order at 3:30.

Historic Preservation Commission
October 7th, 2026

Chairman Alex McKay read the opening statement on the process and procedures for the Certificate of Appropriateness public hearing. All parties were sworn in. Mr. McKay opened the public hearing at 3:38 p.m.

B. BUSINESS ITEMS

1. Public Hearing for 274 S Main St. Certificate of Appropriateness

Land Use Administrator Alex Mumby said in the staff report the building is listed on the National Register of Historic Places and is also designated as a local landmark. Any changes, additions, or new construction on a property designated as a local landmark must receive a Certificate of Appropriateness from the Historic Preservation Commission to ensure that the proposed changes do not compromise the historic character of the property. The characteristic of the Queen Anne style, the house features irregular massing, including being hipped on three sides, gabled on the north, and expanded on all sides with hip roof wings or bays. The new proposed garage would be 576 sf. and is situated along the north side of the property line.

Land Use Administrator Alex Mumby read the staff report. The report contained information about the designations of 274 S Main St as well as historic and architectural information. The applicants are proposing a free-standing garage set to the side of the main house.

The board asked the applicants questions about the proposed garage including the exterior material, the color, and trim detailing.

The applicant said that the siding of the garage would match what was existing on the main house. The color would also match. They said the exposed wooden supports shown on the submitted designs would instead be white.

Chairman McKay made a motion to close the public hearing at 3:54 p.m. seconded by Board member Clare Bass. The motion passed unanimously.

The Board deliberated stating it's a very reasonable request, one noted the attention on the architectural consistency with the main house, garage doors made of wood.

Chairman Alex McKay made a motion, seconded by Vice Chairman Glenn Duerr to find the certificate appropriateness congruent to the historic character of the house. The motion passed unanimously.

2. Coloring Book drop off report

Vice Chairman Glenn Duerr said the coloring book drop off went very well. The last one will be at Junaluska Elementary with Principal Alex Masciarelli on October 20th, 2026 at 1:00.

3. Cemetery Tour

The Board chose to cancel the tour on October 10th, 2026, due to Hurricane Isaias that upcoming weekend and to reschedule it for October 17th, 2026, at 1:00 p.m.

4. Digital Map Updates

Mr. Mumby, Glenn Duerr, Bill Revis updated the board on the additions that they had made to the digital map ahead of the meeting. Mr. Mumby explained how to access the historic report through the HPOWEB 2.0 website.

C. ADJOURN

Chairman McKay adjourned the meeting at 4:33 p.m.

Alax McKay Chairman

Esther Coulter Administrative Assistant