

Consider the environment ♦ Conserve resources ♦ Print only when necessary

*The Town of Waynesville provides accessible facilities, programs and services for all people, in compliance with the Americans with Disabilities Act (ADA). Should you need assistance or accommodation for this meeting, please contact the Administrative Assistant at: (828) 456-8647, [ecoulter@waynesvillenc.gov](mailto:ecoulter@waynesvillenc.gov)*

## **AGENDA REGULAR MEETING**

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

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

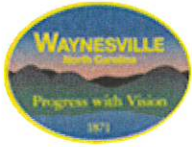
1. Welcome/Announcements
2. Adoption of the December 2022 Minutes (as presented or corrected)

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

1. Historic Signage
2. Historic Preservation Fund Grant
3. Medford Fund Grant
4. Letter of Support for Main Street Arch

### **C. OTHER BUSINESS**

**D. ADJOURN** – *The next meeting of the HPC will be held on March 1, 2023.*



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

# TOWN OF WAYNESVILLE

## Historic Preservation Commission

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

Development Services  
Director  
Elizabeth Teague

### Regular Meeting

Municipal Building - 16 South Main Street, Waynesville, NC 28786  
**Wednesday, December 7th, 2022, 2:00 PM**

---

The **WAYNESVILLE HISTORIC PRESERVATION COMMISSION** held a regular meeting on Wednesday, December 7th, 2022, 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.

The following members were present:

Alex McKay  
Glenn Duerr  
Anne Marie Miller  
Clare Bass

The following members were present by phone:

Bill Revis  
Rodney Conard

The following members were absent:

Linda Ann Lee  
Caroline Williamson

The following emeritus members were present:

Sandra Owens

The following staff members were present:

Byron Hickox, Land Use Administrator  
Candace Poolton, Town Clerk

Byron Hickox, Land Use Administrator, reported that the invoice for the paint stripping on The Sulphur Spring's Spring House will be in soon. Mr. Hickox also reported the roof work on the house

Historic Preservation Commission Minutes  
Regular Meeting  
December 7th, 2022

will begin soon, weather permitting. Chairman Alex McKay asked if the \$20,000 has been spent from the budget to make the repairs. Mr. Hickox said about \$17,000 has been spent because the roofing was very expensive. Mr. Hickox reported that Becky Johnson from The Mountaineer will be running a story on the Sulphur Spring's Spring House when the roof is done, which should be soon.

***A motion was made by Commission Member Bill Revis, seconded by Commission Member Rodney Conard, to approve the minutes of the November 2nd, 2022, meeting as presented or amended. The motion passed unanimously.***

## **B. BUSINESS ITEMS:**

### **1. Historic Signage**

Mr. Hickox reported that the Signage subcommittee met Monday and came up with a rough draft design of the signage that will eventually be placed on either end of Main Street, in Frog Level, and in Hazelwood. The signage will be labeled "Historic Waynesville" and contain information on historical structures, the area, and display historical photos. Funding will be requested from the Board of Aldermen to pay for the signage. Mr. Hickox added that he hopes to see historical signage funds become a regular part of the Town budget each year after making requests for the next couple of years.

Commission Member Bill Revis added that the design of this sign is important to consider because we will continue to place signs years from now. He added that the sign in front of Town Hall was \$600 and to keep that in mind when thinking of the sign budget. Mr. Hickox commented that signage is being designed in house to save money which should be appealing to the Board of Aldermen when asking for sign funding. There was much discussion about signage layout and content. Commission Member Clare Bass suggested placing QR codes on signage in the future that will link to a website that will contain more in-depth information. Mr. Hickox called on the members of the subcommittee to get together before Christmas to work on the design of the four signs.

### **2. Historic Preservation Fund Grant**

Mr. Hickox reported that the HPC received the Historic Preservation Grant which allows the HPC to put together a preservation plan for Downtown Waynesville and Frog Level. This plan will allow the Town to protect local historical buildings. Mr. Hickox reported that the RFP will be out for 6 weeks so that by the February meeting, the HCP will have an applicant for the contract for the preservation plan. At that point in time, the plan will then become available for public input.

## **C. OTHER BUSINESS**

There is no other business to report.

## **D. ADJOURN**

*The next meeting of the HPC will be held on January 4, 2022.*

***With no further business, a motion was made by Chairman Alex McKay, seconded by Chairman Glenn Duerr, to adjourn at 2:38 PM. The motion carried unanimously.***

---

Alex McKay, Chairman

---

Candace Poolton, Town Clerk

Historic Preservation Commission Minutes

Regular Meeting

December 7th, 2022