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AGENDA REGULAR MEETING

**HISTORIC PRESERVATION COMMISSION
MUNICIPAL BUILDING, 16 SOUTH MAIN STREET
DECEMBER 1, 2021
WEDNESDAY – 2:00 PM**

A. CALL TO ORDER:

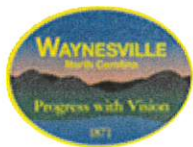
1. Welcome/Announcements
2. Adoption of the November 3, 2021 Minutes

B. BUSINESS ITEMS:

1. Presentation of Survey by Jaime Destefano of JLD Preservation Consulting
2. Discussion of HPC Member Handbook
3. Discussion of Sulphur Springs Spring House

C. OTHER BUSINESS

D. ADJOURN – *The next meeting of the HPC will be held on January 5, 2022.*



TOWN OF WAYNESVILLE

Historic Preservation Commission

9 South Main Street
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Sandra Owen, Chairman
Alex McKay, Vice-Chairman
Jeff Childers
Rodney Conard
Linda Ann Lee
Ann Melton
Bill Revis
Lorna Sterling

Development Services
Director
Elizabeth Teague

Regular Meeting

Town Hall, 9 South Main Street, Waynesville, NC 28786
Wednesday, November 3rd, 2021 – 2:00 PM

The **WAYNESVILLE HISTORIC PRESERVATION COMMISSION** held a regular meeting on Wednesday, November 3rd, 2021 at 2:00 PM in the Board Room of Town Hall.

A. CALL TO ORDER:

Ms. Sandra Owen, Chairman, welcomed everyone and called the meeting to order at 2:06p.m.

The following members were present:

Sandra Owen, Chairman
Alex McKay, Vice Chairman
Ann Melton
Lorna Sterling
Jeff Childers
Linda Ann Lee
Bill Revis

The following members were absent:

Rodney Conard

The following staff members were present:

Byron Hickox, Land Use Administrator
Esther Coulter, Administrative Assistant

Chairman Owen asked and there were no announcements.

A motion was made by Commission Member Ann Melton, seconded by Commission Member Linda Lee to approve the minutes of the October 6th, 2021 meeting as presented or as corrected. The motion passed unanimously.

1. Presentation of Survey by Jaime Destefano of JLD Preservation Consulting

Land Use Administrator Byron Hickox explained that Jaime Destefano was unable to present the survey and needs to reschedule. If she is available before the next regular HPC meeting, Mr. Hickox will propose a special called meeting. Ms. Destefano will be presenting the survey virtually.

2. Discussion of HPC Member Handbook

Commission Member Lorna Sterling and Commission Members Rodney Conard are going to start drafting the introduction to the handbook. Ms. Sterling said she sent some questions to Mr. Conard and will forward them to the other HPC members for their review and comments. Ms. Sterling said that she hopes to have a draft by the January HPC meeting. Commission Member Jeff Childers stated that he had added 2 more sections from the Land Development Standards, one concerning historic districts and one concerning quasi-judicial proceedings.

3. Discussion of Sulphur Springs Spring House

Mr. Hickox said that he spoke with building contractor Austin Lee to get a rough estimate of the renovation of the Spring House. Mr. Lee said he was going to speak with his sub-contractors to get a precise total estimate. Mr. Hickox stated that he spoke with Rhett Langston, Director of the Parks and Recreation Department, about cleaning and maintaining the area around the Spring House. Mr. Hickox discussed the possibility of removing the tree located next to the Spring House and using the wood to make bench seats for a proposed amphitheater.

4. Other Business Discussion

Mr. Hickox reiterated that Development Services staff will photograph and document structures that are 50 or more years old prior to any proposed demolition.

Members briefly discussed the following:

- a) The success of the 2021 Green Hill Cemetery Tour, with approximately 110 people in attendance.
- b) Possible Speaker Series for February, March, April, and May 2022.
- c) Partnering with the Haywood County Historical and Genealogical Society for events.
- d) Ms. Sterling asked about the possibility of using an intern from Western Carolina University to perform some historic preservation work.

B. ADJOURN

With no further business, a motion was made by Commission Member Ann Melton, seconded by Commission Member Alex McKay to adjourn at 3:06 pm. The motion carried unanimously.

Sandra Owen, Chairman

Esther Coulter, Administrative Assistant

DRAFT