

DRAFT AGENDA
Wake County Historic Preservation Commission
OUTREACH COMMITTEE
Tuesday, July 10, 2018 – 2:30 PM
Room 2701 – Wake County Justice Center
301 S. McDowell Street, Raleigh, North Carolina

- I. Call to Order**
- II. Approval of Agenda**
- III. Staff Report**
- IV. Other Business**
- V. Chairman's Report**
- VI. Adjourn**

DRAFT AGENDA
Wake County Historic Preservation Commission
DESIGNATION COMMITTEE
Tuesday, July 10, 2018 – 3:00 PM
Room 2701 – Wake County Justice Center
301 S. McDowell Street, Raleigh, North Carolina

- I. Call to Order**
- II. Approval of Agenda**
- III. Staff Report**
 - A. Survey Update Phase IV – Zebulon
 - 1. Zebulon BOC Survey Presentation – August 22
 - B. Wakelon High School- Zebulon BOC – August 22 (Agenda Meeting) & September 4 (Public Hearing)
 - C. 2018 WCHPC Retreat – November 20
 - D. Tom Olive House, 2708 Olive Chapel Road, Apex
 - E. Apex Dome Building, 105 West Williams Street, Apex (AHC)
 - F. Other
- IV. Other Business**
- V. Chairman's Report**
- VI. Adjourn**

*Copies of any of the designation reports and other information regarding agenda items available by calling 919-833-6404 or e-mailing info@cappresinc.org

DRAFT AGENDA
Wake County Historic Preservation Commission
Tuesday, July 10, 2018 – 3:30 PM
Room 2800 – Wake County Justice Center
301 S. McDowell Street, Raleigh, North Carolina

- I. Call to Order**
- II. Approval of July 10, 2018 Agenda**
- III. Approval of June 12, 2018 Minutes**
- IV. Election of Chair and Vice-Chair for FY 2018-2019**
 - A. Chair: C. Edward Morris
 - B. Vice-Chair: Jeff Hastings
- V. Committee Reports**
 - A. Outreach Committee
 - B. Designation Committee
- VI. Staff Report**
 - A. Survey Update Phase IV – Zebulon
 - 1. Zebulon BOC Survey Presentation – August 22
 - B. Wakelon High School -- Zebulon BOC – August 22 (Agenda Meeting) & September 4 (Public Hearing)
 - C. Survey Update Phase V – Eastern Wake USAs Proposal
 - D. 2018 WCHPC Retreat – November 20
 - E. SHPO Training Hosting
 - F. Other
- VII. Old Business**
- VIII. New Business**
- IX. Other Business**
- X. Chair's Report**
- XI. Adjourn**

DRAFT MINUTES

Wake County Historic Preservation Commission
Tuesday, June 12, 2018 – 3:30 PM Room 2800 – Wake County Justice Center
301 S. McDowell Street, Raleigh, North Carolina

Members Present (11): Mr. Ed Morris (Chair), Mr. Jeff Hastings (Vice-Chair), Mr. Ray Hinnant, Mr. Charles Blunt, Ms. Camille Morrissey, Mr. Dan Turner, Ms. Peggy Beach, Ms. Mary Beth Carpenter, Mr. Marshall Harvey, Ms. Carrie Ehrfurth, Ms. Lonette Williams

Members Absent (1): Ms. Stephanie Ashworth

Staff (3): Mr. Gary Roth and Mr. Jeremy Bradham, Capital Area Preservation, Inc. (CAP)
Ms. Terry Nolan, Wake County Planning and Development Services Division

1. Call to Order / Roll Call:

Mr. Hastings called the meeting to order at 3:30 pm.

2. Approval of June 12, 2018 Agenda

Hearing no objection, the agenda was approved as submitted.

3. Approval of May 8, 2018 Minutes

Hearing no objection, the minutes were approved as submitted.

4. Public Hearing to Consider the Wakelon High School, Zebulon, as a Zebulon Historic Landmark

a. Order of Hearing

b. Presentation by Staff: Mr. Bradham presented a PowerPoint reviewing the architectural and historical significance of Wakelon High School

c. Comments by Department of Cultural Resources are on file with these minutes

d. Comments by Interested Parties: Mr. Mark Hetrick, Planning Director for the Town of Zebulon, thanked Mr. Bradham for his thorough presentation. Wakelon High School is an iconic building; and, the town was fortunate enough to have purchased the building for use as their Town Hall. The Town of Zebulon supports this commission's recommendation to move forward with the landmarking process. Mr. Joe Moore, Town Manager for the Town of Zebulon, spoke broadly to the significance of this landmark designation, affirming that the town believes Wakelon School Landmark designation to be the beachhead for broad-based historic preservation as an economic strategy in the Town of Zebulon. At the same time, Historic Preservation is a means to preserve significant character defining structures; and, to connect the town's residents, both old and new, to the town's historic past.

N.B. Mr. Roth noted that, in January of this year, the Zebulon Board of Commissioners gave its unanimous approval and support to the preparation of a landmark application for the Wakelon School in. If it is recommended by this commission, it will be forwarded to them for a public hearing and vote in August.

WCHPC Discussion/Action: **Upon a motion by Mr. Harvey, seconded by Ms. Carpenter, the Wake County Historic Preservation Commission voted UNANIMOUSLY**

to recommend designation of the Wakelon High School, Zebulon, as a Zebulon Historic Landmark to the Zebulon Board of Commissioners.

N.B. Mr. Harvey noted that his wife taught at the Wakelon School as an elementary school teacher. Further, Mr. Hinnant noted that, growing up in nearby Wendell, NC, Wakelon High School was the rival of his high school; nevertheless, he fully supports the designation of this building as an historic landmark.

5. Committee Reports

- a. Outreach Committee: None.
- b. Designation Committee: Mr. Turner reported:
 - The Wake County Survey Update Phase IV is underway with a deadline to complete all of the fieldwork by August 31, 2018; and, the findings must be submitted in a report to SHPO by September 14, 2018. Ms. Ellen Turco is in the process of acquiring an assistant from her company, *New South Associates*, to help with field work and to assure that all deadlines are met.
 - Commission staff is optimistic that the vote to increase funding from this commission last month greatly improved the chances of receiving the grant funds for the final phase of the Wake County survey update. Staff hopes to receive word in the next month or two.
 - Funds not encumbered for the survey update shall be used for a landmark report. Staff has been in contact with Wake County staff concerning additional monies to fully fund a landmark report for this fiscal year, but a specific landmark target has yet to be determined.

6. Staff Report

- a. Survey Update Phase IV – Zebulon: Mr. Roth stated that Ms. Ellen Turco of *New South Associates* has begun field work; and, will, furthermore, acquire the aid of an assistant in the field in order to effectively survey the large number of properties in Zebulon within the time permitted.
- b. Survey Update Phase V – Eastern Wake USAs Proposal: Mr. Roth stated that with the commission's vote to increase its contribution by \$2,000 towards the final phase of the Wake County Survey Update, there is a very good chance of securing the grant from SHPO. Instead of the usual 60/40 match, the contribution of this commission will be closer to 50/50 partnering with SHPO and receiving the grant funds. This final phase of the survey update will include the USAs of Knightdale, Rolesville, Wendell, Zebulon, as well as the County's Little River watershed area.

QUERY: Mr. Morris asked what Wake County's share would be, since he missed the last meeting. Mr. Roth stated that it would be \$11,000 which is a \$2,000 increase from the previous expenditures to complete each of the previous four phases. SHPO is anxious to begin work in other counties and other towns that are long overdue for updates. SHPO recognizes that Wake County is a special case - we are growing so quickly - and wants to complete the project that has now been ongoing for four years.

QUERY: Mr. Harvey asked if Wake County has asked any municipalities in eastern Wake County to contribute funds for this final phase of the survey. Mr. Roth said that would be difficult, as the proposed survey areas are currently under the jurisdiction of Wake County and not of the towns.

- c. CLG Training & New Member Orientation Follow-Up: Mr. Roth stated that he and Mr. Bradham attended the CLG training in Chapel Hill last month, accompanied

by Ms. Williams, Ms. Carpenter, Ms. Beach, and Ms. Nolan. It was a great training opportunity where a wide range of preservation commission topics discussed. Many issues encountered by other preservation commissions were discussed; and, it became apparent that this commission should consider itself fortunate given what other commissions are forced to deal with in their jurisdictions. All CLG Training videos and PowerPoint presentations were emailed to those who attended; and, staff can provide copies to any interested commission members.

N.B. Ms. Beach noted that it was a good refresher after being off the commission for two years. Ms. Williams and Ms. Carpenter both stated that, as new commission members, the training sessions were excellent and a great introduction. Ms. Nolan also echoed these sentiments and was impressed with the wide range of topics covered during the training.

QUERY: Ms. Ehrfurth asked if this training fulfilled the CLG training requirements for the WCHPC, to which Mr. Roth stated that it did. The CLG training requirements begin again on October 1, 2018 - the beginning of the Federal Government's fiscal year.

N.B. Mr. Roth further stated that new commission member orientation was held at the offices of CAP, Inc. the week following CLG training with the same members attending both. New member Orientation offered an opportunity to go over any questions that may have come up during CLG training and, also, offered a closer look to the WCHPC's duties and activities.

d. Preservation Fund 2018-2019: The Preservation Fund budget has been increased to \$16,208.00 for FY2018-2019 as a result of Staff discussions with Wake County concerning the need for additional funds due to increasing survey costs. This increase in funding will also allow for the preparation of one landmark report, purchase of three new landmark plaques - Wakelon High School, the Tom Olive House, and another to be determined. A plaque for the Baucom-Olive House - landmarked in April - has already been purchased using funds available from the current fiscal year, as CLG training in Chapel Hill was offered free-of-charge. This would potentially bring the total number of landmark plaques presented at the *2019 Preservation Celebration* to five.

e. 2018 WCHPC Retreat: Mr. Roth noted that a location and speakers have not been chosen for the annual retreat at this time. He noted that Ms. Turco has to give her report of the survey results at a public meeting and it is likely that this report will be given in Zebulon, as desired by SHPO. There is a potential for the retreat to be held in Zebulon in November, but the retreat is held during the day, and any public report would need to be accessible for town commissioners to attend. Staff prefers this whole process to be open to both town staff and the Zebulon Board of Commissioners.

QUERY: Ms. Carpenter asked about time of retreat. Mr. Roth stated that the retreat officially begins at 11:00am with the commission meeting beginning at its regular time of 3:30pm. Expect the retreat and meeting take up most of the day.

7. Old Business: None.

8. New Business: None.

9. Other Business: None.

10. Chair's Report: Mr. Morris stated that he is genuinely thankful for the cards and words of encouragement during his absence and time in the hospital.

11. Adjourned: Hearing no objection, the meeting was adjourned at 4:15 pm.

Respectfully Submitted,

**Jeremy Bradham
Secretary**