**DRAFT MINUTES**

**Wake County Historic Preservation Commission**
**Annual Retreat**
**Tuesday, November 20, 2018**
**Yates Mill County Park**
**4620 Lake Wheeler Road, Raleigh, North Carolina**

**Members Present (9):** Mr. Ed Morris (Chair), Mr. Jeff Hastings (Vice-Chair), Mr. Charles Blunt, Ms. Camille Morrissey, Mr. Dan Turner, Ms. Peggy Beach, Ms. Mary Beth Carpenter, Mr. Marshall Harvey, Ms. Lonette Williams

**Members Absent (3):** Mr. Ray Hinnant, Ms. Stephanie Ashworth, Ms. Carrie Ehrfurth

**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. Morris called the retreat to order at 11:05 am.

**2. Approval of November 20, 2018 Retreat Agenda**
Hearing no objection, the agenda was approved as submitted.

**3. Welcome – Ms. Rebeccah Cope, Program Director & Assistant Park Manager**
Ms. Cope welcomed the Commission to Yates Mill County Park, providing contextual history of the site and its preservation efforts over the years.

**4. Presentation – Wake County Survey, Update IV, Jennifer Langdale, NewSouth Associates**
Ms. Langdale presented her findings on the Wake County survey update for the town of Zebulon. As part of the presentation, she identified for the commission a number of new historic landmark possibilities as well as properties that she recommended be included on the Study List, which were approved at the October NRAC meeting. As she was not able to obtain interior access from the owners, some other potential Study List and/or landmark properties were identified but not added to the Study List.

**BREAK FOR LUNCH**

**5. Landmark Visit - Jesse Penny House, 5611 Penny Road, Raleigh**
WCHPC members visited the Jesse Penny House, a Wake County Historic Landmark, which the owner has recently received a number of minor works COAs for repairs to the chimneys and the addition of a standing seam roof.

**6. Walking Tour of Yates Mill County Park with Park Staff**

**7. Strategic Plan Review**
Staff reported that the WCHPC is meeting all of its goals as outlined in its Strategic Plan, updated November, 2017.

**8. Adjourn:** Mr. Morris adjourned the WCHPC Annual Retreat at 3:30 pm.

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

Respectfully Submitted,

Jeremy Bradham
Secretary

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Ms. Terry Nolan, Wake County Planning and Development Services Division

1. **Call to Order / Roll Call:**
Mr. Morris called the meeting of the Wake County Historic Preservation Commission to order at 3:39 pm.

2. **Approval of November 20, 2018 Agenda**
Hearing no objection, the agenda was approved as submitted.

3. **Approval of October 9, 2018 Minutes**
Hearing no objection, the minutes were approved as submitted.

4. **Public Hearing to Consider the E. C. and Elvah Daniel House, 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 E. C. and Elvah Daniel House.
   c. Comments by Department of Cultural Resources are on file with these minutes
   d. Comments by Interested Parties: None.

   **N.B.** Mr. Turner noted that this particular house has been a goal of the WCHPC for more than twenty years dating back to the days before Zebulon withdrew from the county's preservation program. We are glad both to have Zebulon back in the program; and, to designate this house as the first privately owned historic landmark in Zebulon.

   **N.B.** Mr. Morris noted that the Daniel House is the second landmark that will be designated in Zebulon this fiscal year, the commission making up for lost time.

   WCHPC Discussion/Action: **Upon a motion by Mr. Turner, seconded by Ms. Beach, the Wake County Historic Preservation Commission voted UNANIMOUSLY to recommend designation of the E. C. and Elvah Daniel House, Zebulon, as a Zebulon Historic Landmark to the Zebulon Board of Commissioners.**

   **Query:** Mr. Morris asked when the landmark would be presented to the Zebulon Board of Commissioners. Mr. Roth explained that SHPO responded rather quickly

with their comments; and, staff is trying to arrange for it to be heard at the Zebulon Board of Commissioners regular meeting on December 3, 2018.

5. **Staff Report**
   a. Survey Update Phase IV – Zebulon: Mr. Roth reported that what remains in the process is the final revision agreed upon by SHPO in wake of the presentation by Ms. Langdale today. The files have not yet been finalized, as SHPO made comments and changes that are being addressed over the next month or so. The report will likely be available within the next few weeks, but the individual files will not likely be ready until the first of the New Year. Thanks to the results of this survey, there are some clear landmark possibilities in Zebulon to be discussed in the near future. Some of these properties were already in a proposed district that was placed on the Study List many years ago; but, other properties are worthy of pursuit for landmark status should the owners wish to do so.
   b. Survey Update Phase V – Eastern Wake USAs: Mr. Roth noted that there are many stages in this process. A contract has been signed between Wake County and SHPO with SHPO taking the lead, working on the RFP to be made public in the next month. Ms. Elizabeth King will be taking over part of Ms. Claudia Brown's responsibilities on survey work, as Ms. Brown is, after decades of service, is retiring at the end of November. Ms. King was invited to come hear Ms. Langdale's presentation today but could not attend. While the WCHPC contributes funds towards the cost of these surveys, SHPO administers the grant program; and, at the end of the process, the WCHPC reviews the findings.
   c. Landmark Report Updates: Mr. Roth reported the following:
      - Comments were received from SHPO concerning the landmark report of the E. C. and Elvah Daniel House, so the landmark presentation was able to be heard before this commission a month ahead of schedule. The Tom Olive House landmark report is being written. Staff expects to have the report approved by the Apex Town Council before the April 28 presentation of plaques at the *Wake County 2019 Preservation Celebration* in Holly Springs. Lennar Corporation currently owns the house and has done nothing concerning its restoration. The original agreement was that Lennar would restore the house for use as a sales center. Once Lennar merged with Standard Pacific of the Carolinas, the decision was made to ignore the agreement. SHPO will not review a report for a house that has not been restored and that could possibly fall into further decay with an uncertain future. CAP is currently under contract with Ms. Ellen Turco to write the report, but the photographs cannot be taken until restoration work has begun. Mr. Mike Ingram, CAP board member, has expressed his interest in the property to the developer and expects to close in the coming months. Mr. Ingram has set a schedule with staff to get the work done and to complete the landmark report. CAP, Inc. has a preservation easement on the property and will work closely with Mr. Ingram during its restoration.
      - Assuming that the E.C. Daniel House and the Tom Olive House are approved by their respective town boards, five landmark plaques will be presented on April 28 at the *Wake County 2019 Preservation Celebration.*
   d. Wake County Comprehensive Plan Update: Ms. Nolan stated that the first phase of the Comprehensive Plan work shall end in early December. The next phase will begin in the New Year, taking what was received from feedback on the survey,

and involving more intensive discussions on issues that Wake County citizens and this commission want to see addressed.

**QUERY:** Mr. Blunt asked if the survey results are producing helpful responses. Ms. Nolan stated that lots of helpful feedback was received. The WCHPC Strategic Plan and the ordinance that created this commission are being used to define goals of historic preservation as a part of the Wake County Comprehensive Plan: overarching policy goals of the plan should address preservation concerns.

e. Future COAs: Mr. Roth noted that there are some potential COAs on the horizon that will likely be presented before this commission at the first of the New Year. The good news is that work is being done on many historic landmarks, but that also translates to a potential of more COAs for review. On a similar note, staff has learned that the Banks House in Garner officially has new owners who have hired an architect and contractor to begin restoration of the house. The deadline for COA submissions for the December meeting is Wednesday, November 28.

6. **Old Business:** Ms. Carpenter noted that there are other buildings that Preservation Zebulon looked into that were not included in the survey report; and, she wondered if those properties could be brought to the designation committee? Mr. Roth stated that any potential landmarks can be brought before the designation committee but that she should first speak with Ms. Langford about having any missed properties added to the survey results.

7. **New Business:** Ms. Carpenter stated that Ms. Claudia Brown is retiring from SHPO after decades of service to historic preservation. SHPO sent out invitations for her retirement celebration on November 30 in Raleigh. She suggested that the commission send a note thanking Ms. Brown for her service over the years. Mr. Roth noted that staff plans so to do with details being forwarded to Ms. Morrissey for a card on behalf of the commission.

8. **Other Business:** Mr. Morris asked whether, with likely a light agenda and just three weeks remaining from today, the commission feels the need to meet in December? Staff shall accept COA applications through November 28. Mr. Morris proposed that the commission plan on meeting December 11, but if no COAs are submitted, then staff will notify the commission that the December meeting is cancelled. **Upon a motion by Peggy Beach, seconded by Dan Turner, the Commission voted unanimously to meet on December 11 unless otherwise notified by staff via email sent Thursday, November 29, 2018**

9. **Chair's Report:** Mr. Morris wished everyone a Happy Thanksgiving.

10. **Adjourned:** Hearing no objection, the meeting was adjourned at 4:37pm

**Respectfully Submitted,**

**Jeremy Bradham**
**Secretary**

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