

## DRAFT MINUTES

Wake County Historic Preservation Commission  
Tuesday, May 14, 2019 – 3:30 PM Room 2800 – Wake County Justice Center  
301 S. McDowell Street, Raleigh, North Carolina

**Members Present (9):** Mr. Ed Morris (Chair), Mr. Jeff Hastings (Vice-Chair), Mr. Ray Hinnant, Mr. Charles Blunt, Mr. Dan Turner, Ms. Mary Beth Carpenter, Ms. Carrie Ehrfurth, Mr. Marshall Harvey, Ms. Lonnelle Williams

**Members Absent (3):** Ms. Stephanie Ashworth, Ms. Peggy Beach, Ms. Camille Morrissey

**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 meeting to order at 3:35 pm.

### 2. Approval of May 14, 2019 Agenda

Hearing no objection, the agenda was approved as submitted.

### 3. Approval of April 9, 2019 Minutes

Hearing no objection, the minutes were approved as submitted.

### 4. Committee Reports

a. Outreach Committee: Did not meet.

b. Designation Committee: Mr. Turner reported

- The Tom Olive House landmark report is nearly complete but is missing interior photographs. A CAP, Inc. Board member has purchased the house and is working on returning the mantels and doors to their original locations as well as removing the aluminum siding. Staff has met him at the house to discuss a time schedule on the work; and, to guide the process under CAP's preservation easement on the property. Once this work is completed, Ellen Turco shall provide interior photographs as required by SHPO to complete the landmark report. Once SHPO staff have made their comments, the report shall be brought before this commission for consideration. When forwarded to the Apex Town Council - and if designated by the council at one of their meetings this summer - the new owner shall, at that council meeting, receive the landmark plaque for the property.
- Staff met with the Rolesville Town Manager, Mayor, and Economic Development Director to discuss how Rolesville can become more involved in historic preservation. Staff drove around town and examined a few properties from the recent survey update which may be worth pursuing for new historic landmarks. With the help of Rolesville Town Staff, Commission Staff will investigate and reach out to the owners of a handful of the properties in the coming weeks.
- With the start of a new fiscal year, July 1, 2019, the committee will explore more potential landmarks, optimizing those funds now available as a result of

the completion of the Wake County Survey Update. Potential options include, but are not limited to:

- o Norris-Holland-Hare House, Holly Springs
- o Strain House, Fuquay-Varina
- o WD and Jane Ashworth Modernist House, Fuquay-Varina
- o George and Neva Barbee House, Zebulon
- o Horton-Kimball House, Zebulon
- o Little River Dam, Zebulon
- o Wendell Dam Site, Wendell
- o Robert Averette Sr. House, Rolesville
- o Dr. Robert Fleming House, Rolesville
- o 113 S. Main Street, Rolesville

## 5. Staff Report

- a. Survey Update Phase V – Eastern Wake USAs: Mr. Roth stated that the contract between the consultant and Wake County has officially been signed. Ms. Jamie Destefano, the consultant hired to complete the final phase of the Wake County Survey Update, plans on visiting with staff to open lines of communication to begin the survey work. During an April visit to SHPO before her contract was signed, Jamie completed research and is on track to finish the first portion of her work in the coming weeks.
- b. Preservation Celebration Recap: Mr. Roth stated that Ms. Morrissey wanted to wait until her return at the next commission meeting to discuss the *Preservation Celebration* that was held on April 28, 2019. At the event, Staff learned that the Holly Springs Preservation Society has dissolved; and, with funds from their liquidated assets, Holly Springs history books were donated to CAP. Staff gave each commission member a copy of the book during the meeting.
- c. CLG Training – Wake Forest – May 17: Mr. Roth reminded the commission of the CLG training opportunity in Wake Forest on May 17. Five members have expressed plans to attend to fulfill the CLG requirements of this commission. There will be topics centered on cemeteries in the afternoon session; but, if commission members are able to attend at least half of the day, those members will receive the CLG credit for attendance. An information sheet with the agenda and directions to the training were provided to those members that plan on attending.

**N.B.** Mr. Bradham noted that the following members have been registered with the SHPO staff to attend the training: Mr. Blunt, Ms. Carpenter, Mr. Harvey, Mr. Morris and Mr. Turner.

- d. Landmark Owner Information Meetings: Mr. Roth reported that The Mayor of Fuquay-Varina, John Byrne, reached out to staff as a result of an incident involving a COA in their jurisdiction; and, he proposed having a meeting with all landmark owners in Fuquay-Varina, as well as with Town Staff, to make sure that everyone is on the same page. We will discuss the current Wake County Design Guidelines, the requirements of a COA, and when/how to apply for one. This will be a refresher course but Fuquay-Varina now has twelve (12) historic landmarks.

N.B. Mayor Byrne shall be coordinating the meeting time and place. As Apex now has fourteen (14) landmarks, Staff reached out to Apex Town Staff and will be coordinating a similar meeting for them in the coming weeks. While all of the information is available on CAP's website, these face-to-face meetings are a good way to keep Town Staff and landmark owners current and to avoid future missteps.

**QUERY:** Mr. Blunt asked if a packet of information would be compiled for landmark owners. Mr. Roth noted that while staff will be providing packets and handouts to everyone, sometimes owners simply forget that they have to apply for a COA before making any changes to the exterior of their landmark property. Even though it is unlikely that this behavior will stop completely, Staff would like to see it reduced to a minimum. Apex and some other municipalities, as well as properties in Wake County's jurisdiction, require permits for landmark change applications and none can be issued until a COA has been granted. The goal of the meetings is to get to the source of the problem and to make sure the property owners know the process.

e. **Rolesville and Wendell Meetings:** Mr. Roth reported that staff had meetings with both Wendell and Rolesville Town Managers, Staff, and elected officials. Both towns have visions for preservation in their respective towns, but these meetings were more for informational purposes regarding the WCHPC's role in preservation within both towns. Staff was able to share the results of the most recent survey update in these jurisdictions. The meeting in Wendell was coordinated by commission member Mr. Hinnant. It was clear that the Town of Wendell is quite conscious of its historic resources as well as of the commission's role in preservation in Wendell. There was a discussion about the town's old mill site ruins and dam as a potential landmark.

The meeting in Rolesville was facilitated by the town's Economic Development Director to learn more about the commission, ways the town might work more closely with the WCHPC in an effort to draw more attention to their historic resources and ways to acknowledge the town's finest examples as historic landmarks. On the local level, Rolesville is considering a plaque program with information about some of their historic buildings that may not qualify as historic landmarks, but might, nevertheless, have local merit and historic significance associated with them. Staff identified a few potential landmarks while driving through town with the survey results. It is likely that this commission can pay for one, and staff encouraged the town to pay for another if they would like to see more than one landmarked in the coming fiscal year.

f. **Wake County Comprehensive Plan Update:** Ms. Nolan stated that Survey #2 is currently out and the county is trying to get the word out for public input, with a specific focus on the age group of 18-24 years of age. Commission members all gave suggestions about how to reach this demographic, although most acknowledged it is difficult. Ms. Nolan asked commission members to reach out to her with any suggestions.

**6. Old Business:** None.

**7. New Business:** None.

**8. Other Business:** Mr. Hinnant noted that the *Mid Town Magazine* featured Vice-Chair Mr. Hastings and the family-owned Hardware Store that he co-owns, "Burke Brothers Hardware," on page 130.

**9. Chair's Report:** Mr. Morris stated that he hoped to see the five commission members for the CLG training in Wake Forest on Friday, May 17.

**10. Adjourned:** Hearing no objection, the meeting was adjourned at 4:08 pm.

Respectfully Submitted,

Jeremy Bradham  
Secretary