

## DRAFT MINUTES

Wake County Historic Preservation Commission  
Tuesday, June 11, 2019 – 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, Mr. Dan Turner, Ms. Mary Beth Carpenter, Ms. Carrie Ehrfurth, Ms. Lonnelle Williams, Ms. Stephanie Ashworth, Ms. Peggy Beach, Ms. Camille Morrissey

**Members Absent (1):** Mr. Marshall Harvey

**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 June 11, 2019 Agenda

Hearing no objection, the agenda was approved as submitted.

### 3. Approval of May 14, 2019 Minutes

Hearing no objection, the minutes were approved as submitted.

### 4. Committee Reports

a. Outreach Committee: Ms. Morrissey thanked all of the commission members for a successful *2019 Preservation Celebration*. The committee is considering holding the event every year once again due to funds being allocated for more landmark reports, now that the Wake County Survey Update is nearly complete. Staff will work on a survey for those who are regular attendees to the event to receive feedback. The committee also discussed having pictures of the new landmark properties with a small description of the landmark, possibly with the new landmark plaque placed in front of each picture.

**N.B.** Ms. Beach noted, as an event planner, that whether the *Preservation Celebration* is held every year or every other year as it currently is, the agenda and length of the program should remain the same as it was this year.

**N.B.** Ms. Williams noted that name tags would be helpful in the future.

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, and if so recommended, sent to the Apex Town Council.

- The Norris-Holland-Hare House, owned by the Town of Holly Springs, will be the first property to receive funds for a landmark report at the start of the new fiscal year. Staff has received a letter from the town stating that they want to pursue landmark status. In addition, there are two houses in Rolesville that the committee is considering, reaching out to the owners to see if they would like to have their houses landmarked. The Town of Rolesville has also reached out to the owners, and having had success with one, staff will be continuing that conversation in the coming weeks. There are various other properties, as discussed in previous meetings, that the committee wants to pursue and staff will begin communications with the property owners in the weeks ahead.

## 5. Staff Report

- a. Survey Update Phase V – Eastern Wake USAs: Mr. Roth stated that the consultant, Ms. Jamie Destefano, has been communicating often with staff and sticking to her schedule, even with the contract being signed as late as it was. She has finished the basic research and prepared a press release, which staff issued at the end of May. She estimates that 80% of the field work has already been completed and database records created for forty-two (42) newly-surveyed properties. Already sent to SHPO, the remaining 20% will be submitted to SHPO with photographs in the coming weeks.

**N.B.** It is very refreshing to have a consultant communicate well and work closely with both SHPO and commission staff during this process.

- b. *Preservation Celebration* Recap: Mr. Roth stated that staff will work on a survey of regular attendees at the *Preservation Celebration*, asking them for feedback and soliciting their opinions on havin it held annually or semiannually. Staff will also work on providing pictures of each landmark for visuals during the presentation.

- c. CLG Training Recap: Mr. Roth stated that five commission members and two staff attended CLG training opportunity in Wake Forest on May 17. Amber Stimpson, the CLG coordinator for SHPO, led the morning discussion about rules, regulations, and proceedings of commissions as well as the reports that staffs work on. The afternoon session focused on cemeteries, and there was a presentation by Keith Lankford, Wake County planning similar to his presentation to this commission in 2018. Jason Harpe also gave a presentation in the Wake Forest Town Cemetery, to end the training session, about how he repairs grave markers.

**NB:** Mr. Turner noted that this was a very timely training session and refresher given mounting development pressures in the County.

**NB:** Mr. Morris stated that it was interesting to see the differences in grave marker restoration, preservation and repair approach between the late Dean Reudrich and Jason Harpe. Dean Reudrich filled in the missing pieces of the markers, and Jason Harpe doesn't, each having their own reasoning and justification for doing so.

**NB:** Ms. Carpenter stated that Ms. Stimpson gave a very informative talk on topics not discussed in the previous training in Chapel Hill, May, 2018; and, she offered good discussion on plans and the duties of commissions other than COAs and designations.

- d. Planning Documents (Comp Plan/Strategic Plan/Survey Reports): Building on Ms. Stimpson's presentation at the CLG training on May 17, Mr. Roth gave a presentation that focused on the information about Wake County's architectural history that has been provided in all of the Wake County Surveys and updates. He also pointed to the adopted WCHPC Strategic Plan, updated in December

2017, which is essentially the same as the preservation plans discussed at the training being used by other commissions.

**QUERY:** Mr. Blount asked that once all the pieces are compiled, would there be an overview document that reflects the commission's view of priorities for landmark designation. Mr. Roth noted that under its Strategic Plan, the WCHPC Designation Committee uses the priorities list - updated from time to time - to form the designation goals of this commission.

e. Wake County Comprehensive Plan Update: Ms. Nolan stated that historic preservation will be incorporated into the Wake County Comprehensive Plan, but, at this time, she doesn't have the details on what that will look like. Based on the recent survey, residents have expressed support for historic preservation, along with natural resource preservation. Commission staff has closely worked with Wake County staff on the development of a provision or preservation ordinance similar to those of Apex or Holly Springs, with the intention to have a policy recommendation that speaks to that issue in the Comprehensive Plan.

**QUERY:** Mr. Beach inquired of the timeline for the Comprehensive Plan. Ms. Nolan stated that planning staff is working on having a draft to present to the WCBOC by this coming winter.

**N.B.** Mr. Roth noted that most other commissions work with comprehensive plans that focus on the one municipality in which they have jurisdiction; but, in Wake County, the jurisdiction involves all of the towns in the county as well as all the areas in between. Ms. Nolan agreed stating that Wake County is working with the towns to see more growth in towns, and with all of the jurisdictions working well together to achieve this end.

f. Minor Works COA Approvals: Mr. Bradham presented a minor works COA that was approved by staff:

CA-04-19 – Thompson-Utley-Fletcher-Tunstall House, Apex: The town plans to dig a gas line within the landmark boundary, then return it to its original appearance.

**QUERY:** Ms. Carpenter asked what the plans are for the house itself with the construction of a new senior center on the parcel beside the house. Mr. Hastings stated that money has been allocated to stabilize the house, but there are no further immediate plans.

**6. Old Business:** Ms. Beach thanked Ms. Carpenter for taking photographs at the 2019 *Preservation Celebration*.

**7. New Business:** Ms. Carpenter stated that the National Register nomination for the Zebulon NR Historic District is moving forward under the direction of *Preservation Zebulon*. It will take longer than originally estimated as the survey didn't include all of the information needed for the nomination. The Town of Zebulon declared May as Preservation Month, copied from the proclamation by the WCBOC declaring May as Preservation Month in Wake County. Ms. Carpenter also reported that the Town of Zebulon has given a grant of \$1,000 to *Preservation Zebulon*; and, the organization is making headway discussing the NR Historic District project with the Zebulon Board of Commissioners members.

**QUERY:** Mr. Blunt asked if the proposed district is the larger or smaller of the districts that were discussed previously. Ms. Carpenter noted that a number of properties were removed from the proposed district with the number now totaling 283.

**8. Other Business:** Mr. Hastings stated that, as most commission members know, the James Madison Williams House, an Apex Historic Landmark, burned to the ground a couple weeks ago. The cause of the fire is unknown, but was likely electrical. Mr. Roth noted that the property still contains some contributing outbuildings, but, at this time, staff hasn't been approached about de-landmarking the property. A complicated situation, a boundary reduction might be appropriate due to the contributing outbuildings, but a complete de-landmarking of the property could happen as well, especially if they want to sell or to build a new house.

**QUERY:** Mr. Hinnant asked if it remains landmarked, would the owners be required to build an exact replica of the house as it was. Mr. Hastings noted that there is a difference between landmarking a building and landmarking the property as a whole, with the building on it. Since the property is landmarked, what can be constructed on the property falls under the jurisdiction of this commission. If the boundary is reduced or it is completely de-landmarked, then, a report would have to be written, brought before this commission and then sent to the Apex Town Council, just like the initial landmarking process.

**N.B.** Ms. Beach said that staff should look into this further. Mr. Roth stated that staff will reach out to SHPO and find out how other commissions have dealt with similar situations and how to proceed. Mr. Morris stated that there is no way of knowing what the owners will want to do; but, if they rebuild, and the property is still landmarked, then, the commission will have to review any proposed construction.

**N.B.** Mr. Bradham noted that if the outbuildings cannot stand on their own –without the centerpiece house that was lost - as landmark worthy properties there wouldn't be much point in keeping the remainder property in landmark status.

**9. Chair's Report:** Mr. Morris thanked the commission members that attended the CLG training in Wake Forest on May 17.

**N.B.** Mr. Blunt asked if there is a legal or logistical reason that the commission meets every month, or can the commission meet every other month, unless there is a COA hearing. Mr. Morris noted that Ms. Stimpson, SHPO, covered this at the CLG training - which Mr. Blunt attended - stating that it is important for commissions to meet every single month. Mr. Morris noted further that COA submissions can come in at any time, and staff has to process those for presentation to the commission, and the property owners have a right to be heard each month and not wait for every other month to receive a ruling on their COA. Mr. Roth confirmed this, further asserting that staff works with property owners on major and minor work submissions all the time. Staff and this commission serve like firemen: when the bell rings, we have to be ready to serve the landmark owners to provide a timely and fair decision. Mr. Bradham further noted that staff works with property owners all along the process, sometimes spending months working with the property owners to bring something to this commission that fits within the Wake County Design Guidelines. Ms. Ehrfurth stated that she works for a developer, and these meetings are public, and the deadline dates for COA rulings are posted for a specific reason. Mr. Blunt acknowledged this fact, but also noted the few numbers of major work COAs that have been ruled on during his time on the commission, even though that is beyond anyone's control. Ms. Beach stated that she appreciates the fact that staff work diligently behind the scenes with the property owners to make sure that an approvable COA can be brought before this commission. Mr. Morris further reiterated Ms. Stimpson's CLG training, stating that the commission is obligated to meet every month, even if there are no COA hearings, so that the commission is available to the public and to exchange information about what is happening in the preservation

world. Also remember, some meetings have been cancelled in the past because of light agendas, and the commission received some heat for doing so. Ms. Ashworth boldly stated that the commission members serve at the pleasure of the WCBOC and Wake County, and the public should always know where and when to find this commission meeting. Mr. Turner noted that designation committee members are always working behind the scenes with staff as well. Often times, staff has to go out to the properties and report what is happening with them to the commission as well. Mr. Roth closed with the fact that staff does its best to serve and work closely with the landmark owners with proposed work on their properties getting it done in a timely manner; and, are always glad to hear that it can be done in a timely manner. Staff does its best to bring something to this commission that it can recommend, and that takes a lot of time and effort working behind the scenes.

**10. Adjourned:** Hearing no objection, the meeting was adjourned at 4:48 pm.

**Respectfully Submitted,**

**Jeremy Bradham  
Secretary**