DRAFT MINUTES
Wake County Historic Preservation Commission
Tuesday, May 10, 2016 – 3:30 PM Room 2700 – Wake County Justice Center
301 S. McDowell Street, Raleigh, North Carolina

Members Present (11): Mr. Ed Morris, Mr. Jeff Hastings, Ms. Camille Morrissey, Mr. Patrick Lawson, Mr. Ray Hinnant, Mr. Dan Turner, Ms. Carrie Ehrfurth, Ms. Stephanie Ashworth, Mr. Wes Tripp, Mr. Marshall Harvey, Ms. Michelle Muir

Members Absent (1): Mr. Jack Harman

Staff (1): Mr. Jeremy Bradham, Capital Area Preservation, Inc. (CAP)

1. Call to Order / Roll Call:
Mr. Morris called the meeting to order at 3:32pm.

2. Approval of May 10, 2016 Agenda
Mr. Bradham noted that Item G will include a Minor Works staff approval. On motion by Mr. Harvey and seconded by Mr. Tripp, the agenda was approved as amended.

3. Approval of April 12, 2016 Minutes
Hearing no objection, the minutes were approved as submitted.

4. Committee Reports
   a. Outreach Committee: Ms. Morrissey stated that the committee is waiting to see how the “This Place Matters” campaign is going on social media. The hashtags #thisplacematters and #wakeisgreat can be found using a simple Google search for some of the images already posted to social media. Ms. Morrissey encouraged all commission members to get as many people as possible involved in this campaign in Wake County. There was an article published in the News & Observer at the beginning of the month that discussed the campaign, as both the Wake Forest Historic Preservation Commission and the Raleigh Historic Districts Commission are getting involved.

   b. Designation Committee: Mr. Turner stated that the landmark report for the Lewis-Mitchell House in Fuquay-Varina has been completed and a public hearing before the WCHPC will be scheduled for the June meeting. Ruth Little, the consultant hired to complete the report, did a remarkable job and moved the process along quickly. Jennifer Martin will be the consultant used to write the report on the Joseph Blake Farm near Shotwell in early July when the new fiscal year begins. The Town of Apex is partnering with the WCHPC to fund the landmark report for the Upchurch-Williams House in Apex, and Jennifer Martin will be the consultant for this report as well. The funds available for the next fiscal year are dependent on whether the WCHPC received the grant for the third phase of the Wake County Survey update.

5. Staff Report
   a. Preservation Month Proclamation – April 18: The proclamation declaring May as Preservation Month in Wake County was presented before the WCBOC at their April 18 meeting. Mr. Morris, Mr. Hastings, Mr. Tripp, Ms. Morrissey, Mr. Harvey, Mr. Roth, and Mr. Bradham were all in attendance. Mr. Morris and Mr. Roth discussed

*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
the “This Place Matters” campaign with the WCBOC and it was enthusiastically received.
b. #thisplacematters and #wakesigreat Campaign: Mr. Bradham encouraged commission members to continue to send in pictures on Instagram for the “This Place Matters” campaign. Ideally, everyone should have pictures taken with the placard in front of places that matter to them, specifically historic places across Wake County. For those not on Instagram, pictures can be submitted by email as well, and every picture does not have to include the “This Place Matters” placard.

N.B. Mr. Hinnant stated that he will email pictures of the historic landmarks around Wendell to Mr. Bradham to be submitted.
N.B. Ms. Ehrfurth noted that she has submitted pictures of a few Fuquay-Varina Historic Landmarks.
N.B. Ms. Muir stated that she has been taking pictures of various historic houses as well and would like to take some pictures of some historic landmarks. Mr. Bradham made some suggestions for others properties not previously mentioned as having been covered; and, encouraged others to contact staff for the addresses of landmark properties throughout the county.
c. Training Opportunity – Chapel Hill, May 13, 2016: Mr. Bradham stated that there is a great CLG training opportunity that will be hosted by the Town of Chapel Hill and the Chapel Hill Preservation Society. Commission members need to volunteer to register as soon as possible. Mr. Tripp and Ms. Ashworth confirmed that they are planning to attend; and, both Mr. Hinnant and Mr. Lawson expressed interest and will notify staff by Wednesday, May 11 if they will be able to attend. This is one of only two CLG training opportunities left in the Federal government’s fiscal year ending September 30.
d. Lewis-Mitchell House Landmark Public Hearing – June 14, 2016: Mr. Bradham noted that, as Mr. Turner previously stated, the landmark report for the Lewis-Mitchell House in Fuquay-Varina has been completed and will be presented to the commission by staff at the June meeting.
e. Eastern Wake Towns Survey Update: The project is in full swing, and the consultant is conducting research and field work.
f. 2016 CLG Grant Update: Staff is still awaiting word from SHPO concerning the grant that was applied for back in February that would cover current and future Urban Service Areas throughout the county.
g. Minor Works Approval – CA-03-16 – M.C. Todd House, Wendell: Mr. Bradham explained a minor works COA that was approved by Staff:

CA-03-16: The owners of the M.C. House requested removal of three diseased trees on the property. An arborist report was provided to staff to justify their removal.

7. Old Business: Ms. Ashworth asked Mr. Morris about the WCHPC scrapbook. Mr. Morris shared that no progress has been made in their retrieval, but believes that it may have been disposed of by the family when dealing with Ann Suggs’ estate.

QUERY: Mr. Hinnant asked if a new scrapbook was being made to record the activities of the WCHPC. Mr. Morris noted that Ann Suggs, a former WCHPC Chair, volunteered to keep the scrapbook and she included anything that held the slightest connection to the commission.

QUERY: Ms. Morrissey asked why the WCHPC no longer has a liaison to the News & Observer. Mr. Morris stated that once McClatchy Interactive bought out the News &

*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
Observer, that relationship ended. Mr. Morris suggested that the outreach committee look into this possibility.

**N.B.** Ms. Morrissey suggested that staff could send an official letter on letterhead to Ann Suggs' heirs stating that the commission would like to have the scrapbook back, if it is still available, to archive and store at the Olivia Raney Library. Mr. Turner stated that it should include the line, “We will give you a call and arrange a time to pick it up, but if it has been discarded, please let us know.”

**QUERY:** Mr. Harvey asked about the commission plaque with all the former and current members' names on it. The new members should be added to the plaque, and it should be displayed either in this conference room or at the Olivia Raney Library, as there is plenty of space at these two locations.

8. **New Business:** None.

9. **Other Business:** None.

10. **Chair's Report:** Mr. Morris encouraged all commission members to go out and take photographs for the “This Place Matters” campaign. He further thanked the commission members who attended the WCBOC meeting on April 18. The certificate declaring May 2016 as Preservation Month in Wake County has been framed and is in his possession at this time.

11. **Adjourned:** Hearing no objection, the meeting was adjourned at 4:07pm.

Respectfully Submitted,

Jeremy Bradham  
Secretary

*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*