DRAFT MINUTES
Wake County Historic Preservation Commission
Tuesday, July 11, 2017 – 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), Ms. Stephanie Ashworth, Mr. Charles Blunt, Mr. Jack Harman, Ms. Carrie Ehrfurth, Ms. Camille Morrissey, Mr. Ray Hinnant, Mr. Dan Turner, Mr. Wes Tripp, Ms. Michelle Muir

Members Absent (1): Mr. Marshall Harvey

Staff (2): Mr. Gary Roth and Mr. Jeremy Bradham, Capital Area Preservation, Inc. (CAP)

1. Call to Order / Roll Call:
Mr. Morris called the meeting to order at 3:31pm.

2. Approval of July 11, 2017 Agenda
Hearing no objection, the agenda was approved as submitted.

3. Approval of June 13, 2017 Minutes
Hearing no objection, the minutes were approved as submitted.

4. Committee Reports
   a. Outreach Committee: No report.
   b. Designation Committee: Mr. Turner said that the key points would be covered in the staff report. Money will be spent for landmark reports once it is available in August.

5. Staff Report
   a. National Park Service CLG Certificate: Mr. Roth presented the certificate to the commission celebrating the 50th anniversary of the National Historic Preservation Act of 1966 and honoring the work and dedication that the WCHPC has accomplished since it obtained CLG status in 1994.
   b. Preservation Fund Update: Mr. Roth reported that Wake County budgeted $2,000 more for the preservation fund in the current fiscal year, bringing the FY2017-18 total to $15,656. Wake County began approvals and processing on July 1, so the availability of WCHPC funds will be delayed until at least August.
   QUERY: Mr. Blunt asked if any of the funding delay hinges on the State government. Mr. Roth stated that it does not as WCHPC funds comes from Wake County. Regarding funding for the county-wide survey granted by SHPO, however, those funds are received from the Federal Government.
   c. Western Wake County Survey Update: Mr. Roth stated that Heather Wagner Slane, the surveyor for the current phase of the Wake County survey update, will likely be presenting her report at next month's commission meeting. Commissioner members have been emailed a draft of the report and are encouraged to make comments. Those who had trouble opening the original document will have another one sent to them as soon as staff returns to the office. Planning staffs in the Towns of Apex, Fuquay-Varina, and Holly Springs were also sent the draft for comments; and, Fuquay-Varina has already provided comments. Fuquay-Varina staff has indicated an interest in becoming more active in preservation issues and it was helpful to receive their comments so promptly.

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Currently, staff is trying to resolve an issue with the survey map and the areas actually surveyed. Staff's original grant proposal to the SHPO included a map that displayed all areas to be covered in this most recent phase of the survey. Staff noticed, however, in the draft report that maps provided to the consultant by SHPO (via Wake County staff) failed to include areas west of Apex (map provided to commissioners) - that area of the county most in peril from threat of rapid development. Ms. Slane will be expected to work with staff and SHPO to resolve the issue of the missing properties in the coming weeks.

\[d.\] 2017 CLG Grant Requests: Two different grant requests were made by the WCHPC as the CLG for Wake County.

1. Eastern Wake Survey Update: The WCHPC has been informed that it shall receive this grant. Nevertheless, SHPO is waiting for monies to arrive from the Department of the Interior in order to fund this grant request. Zebulon corporate limits and ETJ will be the area of focus for this fourth phase of the survey update; and, Zebulon town staff is anxious to get started identifying historic properties. Once we hear that SHPO has the funds from the Federal Government, an RFP shall be sent out; and, the process of selecting a consultant to complete this phase will begin.

2. Rock Cliff Farm BW Wells Association: No word has been received whether this grant request will be awarded or not.

\[N.B.\] Mr. Morris asked if this money would be received before October 1, the beginning of the Federal Government's fiscal year. Mr. Roth stated that he believes funds will be available soon and the RFP should be out well before October 1. He also noted that the funding for these grants is received from the proceeds of offshore drilling as established by the National Historic Preservation Act of 1966. Therefore, funds are available but an allotment is determined for each state office of historic preservation.

\[e.\] Planning Work Group: Mr. Roth stated that staff has been in contact with Wake County staff - specifically Mr. Coates - concerning a work group intended to discuss future planning considerations in light of historic resources. It is critical that the work group meet to work on this issue during the summer while county planning staff has the services of an intern. Currently, the intern is conducting a survey of those commissions and staffs across the state which comment on rezoning and development projects which are neither within a defined district nor connected to a specific historic landmark. This week, WCHOC Staff shall meet with Wake County staff to discuss the findings of the intern; and, to examine the data as well as to develop a plan-of-action. It appears that there are actions that could be taken at the Wake County staff level; i.e., seek comments from staff earlier in the zoning process as in the case with the Captain Bailey Williamson House. Commission staff did not know of the proposed development impacting this historic property until after the rezoning hearings, already too late in the process to have any effect on the outcomes. Other communities, especially in areas of heavy development, are dealing with this issue as well. One such municipality is Charlotte, which appears to be moving towards a process where the preservation commission and staff are more involved in commenting on the potential loss of surveyed historic resources. Unless the proposed property is in a district or includes a designated historic landmark, most preservation commission staff across the state is not invited to participate in this process at all. WCHPC staff wants to be involved early in the
planning process so that assessments can be carried out and comments made which the Planning Board will take into consideration from the start.

**QUERY:** Ms. Muir asked if there was a casual way to deal with this issue; i.e., a way to communicate with Wake County planning staff that WCHPC staff would like to review potential issues as early as possible in the process. Mr. Roth emphatically said yes; and, that will be the goal when commission staff meets this week with Wake County staff. If no legislation can be enacted, then, at least changes to the process that involve commission staff from the beginning will be the goal.

**N.B.** Ms. Muir noted that during her time on the Planning Board for the Town of Cary, town staff brought comments on historic properties to the Planning Board. Those comments were then presented at the initial zoning hearings. Mr. Roth noted that the process in Cary doesn’t seem to have much in the way of teeth; but, staff comments concerning historic resources early in the process is certainly something WCHPC staff will seek for Wake County. Ideally, commission staff would like more than just a procedural change that involves comments.

**Further,** Ms. Muir noted that the Planning Board usually gives its reasoning for its rulings on rezoning cases, and this is where comments concerning surveyed historic resources could have an effect. Mr. Roth noted that an ordinance change would give the process more teeth, but that any new County regulation would require State enabling legislation. For example, commission staff recently learned that Salisbury has an ordinance which allows their governing body to extend demolition denial of a historic landmark in perpetuity, far surpassing the 365 days that each commission across the state currently has the authority to exercise. The Town of Salisbury received approval for such an ordinance from the state legislature, a law unique to Salisbury. Apex, too, had to obtain state enabling legislation for their demolition ordinance. Wake County would have to request the same consideration from the state and undergo the same process.

**QUERY:** Ms. Ashworth asked if the WCHPC has to receive permission from some other governing body to seek this authority. Mr. Roth stated that this issue will be discussed in the proposed work group, including members of this commission, the county lawyer, and county staff. Wake County staff has been very responsive and enthusiastic about this effort; and, are in agreement that something needs to be done to further protect from development pressure the county’s dwindling historic resources.

**6. Old Business:** None.

**7. New Business:** None.

**8. Other Business:** None.

**9. Chair’s Report:** Mr. Morris noted the impressive attendance of eleven commission members despite the heat and vacation season.

**10. Adjourned:** Hearing no objection, Mr. Morris adjourned the meeting at 4:03pm.

Respectfully Submitted,

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Jeremy Bradham
Secretary

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