**MINUTES**

Wake County Historic Preservation Commission  
Tuesday, July 12, 2016 – 3:30 PM Room 2700 – Wake County Justice Center  
301 S. McDowell Street, Raleigh, North Carolina

**Members Present (10):** Mr. Jeff Hastings (Vice-Chair), Ms. Camille Morrissey, Mr. Patrick Lawson, Mr. Ray Hinnant, Mr. Dan Turner, Mr. Marshall Harvey, Ms. Stephanie Ashworth, Mr. Wes Tripp, Ms. Michelle Muir, Mr. Jack Harman  
**Members Absent (2):** Ms. Carrie Ehrfurth, Mr. Ed Morris (Chair)  
**Staff (2):** Mr. Gary Roth and Mr. Jeremy Bradham, Capital Area Preservation, Inc. (CAP)

1. **Call to Order / Roll Call:**  
Mr. Hastings called the meeting to order at 3:37pm.

2. **Approval of July 12, 2016 Agenda**  
Hearing no objection, the agenda was approved as submitted.

3. **Approval of June 14, 2016 Minutes**  
Ms. Ashworth noted that under Item 7, the Fuquay-Varina “Town Council” should be replaced with “Board of Commissioners.” Mr. Harman also noted that under Item 9, an “s” was missing at the end of Jeff Hastings’ name. Upon a motion by Mr. Harman, seconded by Mr. Tripp, the minutes were approved as amended.

4. **Election of Chair and Vice-Chair for FY 2016-2017**  
Mr. Hastings presided for the election of the Chair.  
Upon a motion by Mr. Turner, seconded by Ms. Morrissey, the Commission elected Mr. Ed Morris Chairman of the WCHPC by acclamation.  
Mr. Roth presided for the election of the Vice-Chair.  
Upon a motion by Mr. Turner, seconded by Ms. Morrissey, the Commission elected Jeff Hastings as Vice-Chairman of the WCHPC by acclamation.

5. **Committee Reports**  
   a. Outreach Committee: Ms. Morrissey noted that the committee is already looking ahead to the Annual Preservation Celebration, May, 2017, with tentative dates of Sunday, April 30 or Sunday, May 7. A potential five (5) historic marker plaques will likely be presented to new landmarks across Wake County at the 2017 event.  
   b. Designation Committee: Mr. Turner stated that reports are starting soon for the Joseph Blake Farm near Shotwell and for the Upchurch-Williams House in Apex. The hearing to consider the Lewis-Mitchell House before the Fuquay-Varina Board of Commissioners will be held on August 16. The Reverend Robert E. Atkins House in Morrisville was denied inclusion on the National Register Study List due to enclosure of the central hall sometime in the past.

6. **Staff Report**  
   a. Annual Report FY2015-2016: Copies of FY2015-16 Annual Report should have been received by all commission members. This Annual Report is the record of a remarkable year highlighting many accomplishments.

*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*
**QUERY:** Mr. Hastings asked for some clarification on items in the budget. Mr. Roth discussed the rising costs of landmark and NR reports. National Register reports are generally much more expensive as most properties have to first be recommended to the National Register Study List before they can be nominated for listing on the National Register of Historic Places. A full program that includes both a Wake County Landmark designation and a National Register nomination may cost $5,000 or more. Mr. Roth commended the Designation Committee for its careful monitoring of expenditures so that the Commission gets the most value for the preservation funds it disburses.

b. CLG Training, September 16, 2016, Wake Forest: There is a potential CLG training opportunity on September 16 in Wake Forest that will be sponsored by the WFHPC. More information will be available once details are finalized.

**QUERY:** Mr. Harvey asked about the content of this training opportunity. Mr. Roth said it is not known yet, but Michelle Michael, the preservation planner for the Town of Wake Forest, is trying not to repeat topics in recent training sessions.

c. PNC Annual Conference, September 28-30, Greensboro: While there may be funds available for two commission members to attend this event, Commissioners are encouraged to attend the training opportunity in Wake Forest which is free and involves only local travel for members of this Commission.

d. Eastern Wake Towns Survey Update: The consultant, Heather Wagner Slane, will be present next month to give a presentation of her report. Commissioners received copies of her report for review prior to next month’s meeting. Ms. Slane discovered lots of buildings that have been lost versus new structures that were not previously surveyed. There are no ordinances in place, outside of Apex, to save these properties.

e. 2016 CLG Grant Award: Staff received a letter from SHPO informing the Commission that it has received a grant for another phase of the Wake County survey update. The survey will cover the urban service areas of the six towns included in the previous phases of the survey; and, will include the northwestern corner of the county toward Falls Lake, as well. If Zebulon should decide to return to the program then, new surveys would be needed for that area, as it hasn’t been surveyed since the 1990s. There would likely be strong SHPO support for the additional survey as there are lots of historic resources in that area of the county.

**N.B.:** Mr. Hastings noted that he wants to be in contact with the consultant and help them in any way he can so that no properties will be missed.

f. Minor Works Approvals: Mr. Bradham presented three (3) minor works COA that were approved by Staff.

CA-04-16 – Hales-Tunnell-Bunn House, Wendell: The owners requested removal of a diseased tree that had lost a large limb, which fell on the house recently. An arborist report was provided to staff to justify its removal.

CA-05-16 – Thompson House, Wake Forest vicinity: The owners requested a previously approved COA for the installation of residential draft fans on the chimneys.

CA-06-16 – Ballentine-Spence House, Fuquay-Varina: The owners requested simple lightning protection on the ridgeline of their roof.

7. Old Business: Mr. Harvey asked if the staff has heard anything from those involved with the Panther Branch Rosenwald School near Garner. Mr. Bradham explained that staff had learned, after the fact, about a presentation of the plaque and
dedication on site, but the Commission was not invited. Staff reached out to local leadership but has heard nothing back. Mr. Harvey said that he will use some of his contacts and find out what is happening there.

8. **New Business**: None.

9. **Other Business**: Ms. Morrissey stated that she will be sending a card from the Commission to Chair Morris, who is having surgery on Wednesday, July 13.

10. **Chair’s Report**: Mr. Hastings encouraged all commission members to keep an eye out for historic buildings. Two were almost lost in Apex before any review took place. One of these is located on the site of a proposed senior living center, but CAP has stepped in and is working with the developer to relocate the house and outbuildings on the lot and to place a preservation easement on the property.

11. **Adjourned**: Hearing no objection, the meeting was adjourned at 4:16pm.

Respectfully Submitted,

Jeremy Bradham
Secretary

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