
TRANSYLVANIA COUNTY JOINT HISTORIC PRESERVATION COMMISSION

MINUTES for

August 11, 2020, 4:00 PM

I. Call to Order, Welcome and Introduction, Chair Melanie Spreen, called to order at 4:05 pm. Members attending were Chair Melanie Spreen, Vice Chair Ellen Harris, Secretary John Koury, and Commission Member Rebecca Suddeth. Vera Taylor was absent from the meeting (excused). Staff member Darby Terrell, Planner was present. Also, in attendance was Kaitland Finkle, City of Brevard Planner and Assistant Zoning Administrator.

II. Consent Agenda: John Koury moved to approve the August 11, 2020 agenda as presented, and to approve the previous meetings minutes (July 14th, 2020). Ellen Harris seconded the motion and it carried unanimously.

III. Old Business:

A. Walking Around the World Presentation to the Community Discussion:

The Joint Historic Preservation Commission Discussed ways to help inform the community of Rosenwald and the residents of Transylvania County of the findings in the report. Chair Melanie Spreen discussed the possibility of teaming up with the African American Storyline Project to help create lesson plans and walking tours for the community of Rosenwald and the African American history in Transylvania County. The contact with that organization would be looking into other contacts and ways the Commission could help distribute this material. Ms. Terrell informed them about the African American Historic Commission that offers to be a go between and a resource for Historic Preservation Commissions to better preserve African American History in North Carolina. The Commission also discussed using the Lifestyles and History column for Transylvania Times to publish specific content from the report that hasn't already been published by the newspaper.

B. State Preservation Office Training:

Ms. Terrell reminded the JHPC members of the trainings that are still being uploaded by the State Historic Preservation Office. Ms. Terrell also updated the commission members of the 160 D changes they should be looking for in the upcoming months that are happening in the Transylvania County and City of Brevard Ordinances. Ms. Terrell also asked for all the members to please try and watch the Training #2 Local Preservation Enabling Legislation video that discusses the role and responsibilities of

the JHPC and where their powers come from within the North Carolina General Statutes.

C. Presentation to County Commissioners for Annual Report 2019:

Ms. Terrell informed the Commission that they have yet presented the annual report to the Board of Commissioners. Commission Members asked staff to see if they could present the 2019 Annual Report with the upcoming 2020 Report in November.

D. List of Possible Local Designations Discussion:

Ms. Terrell updated the list of possible properties that can be locally designated or has been asked in the past if they showed interest. Chair Melanie Spreen suggested that they use staff to create a letter to all selected property's that has shown to be eligible from past reports to become a local designation, and have members split up or volunteer to reach out to the property owner afterward to gauge their interest. The letter is to explain what local designation is, how their property or building meets those requirements, and the benefits of being a locally designated landmark. Vice Chair Ellen Harris suggested they should look through the National Register List and use the document that was created by a previous Commission that explains the process and the benefits of being locally designated and being on the National Register List. The commission also discussed comparing the database the State Preservation Office has on the County's historic properties that are eligible and the historic properties that the County's Tax Office has to find properties that are on the list that the Commission can focus on. Also the memo summarizing considerations for having your property be locally designated as a historic building, will be received via email to the commission members.

IV. New Business

A. City of Brevard Update by Kaitland Finkle:

City of Brevard Planner and Assistant Zoning Administrator presented to the Commission the changes that the Planning Department made to the Historic Commission section of their UDO. They wanted to present to the Commission the changes just in case they needed to approve the changes made in that section. Staff is waiting on the County Attorneys to get back to them on whether the Commission has authority to approve those changes.

B. Staff Report update:

Ms. Terrell informed the Commission that the Clerk to the Board Mrs. Trisha Hogan has updated the website for the Boards and Commissions as well as sent out a Transylvania Times Ad to inform the community of the vacancies. Though this does not include the most recent vacancy. The Planning and Community Development

Department along with Transportation has moved back into their office as of two weeks ago. Ms. Terrell informed the commission of another vacancy by Ms. Nancy Henderson, which leaves the current active members at five (5) and the vacancies at four (4). The Clerk to the Board Mrs. Trisha Hogan has been notified of her resignation as well as the Interim Director of Planning and Community Development Allen McNeill as of today.

V. Public and Board Member Comments

Chair Melanie Spreen suggested moving the next meeting to Zoom and reaching out to the resigned members to see if they will feel more comfortable being on the Commission if we switch.

Chair Melanie Spreen asked staff to prepare the Database from the State Preservation Office and the Database from the Tax office of Historic properties. She also directed staff to make the next meeting focus around going through the National Register List as well as comparing the databases from the County and State Historic Preservation Office.

Commission Member Rebecca Suddeth asked if it was a possibility for the Commission to receive a budget from the County to be able to grant local historical groups, non-profits, etc. funding for historic projects in the future. She wishes the Commission would have more community outreach in that way and allow these groups the ability to help increase awareness of the County's and City of Brevard's history.

Secretary John Koury asked about having Orientation for the members which might help them focus on recruiting better for the vacancies.

Vice Chair Ellen Harris asked staff if there were any more updates on the courthouse from the County Commissioners. Staff was asked to send the next Agenda for the County Commissioners to the Commission members.

VI. Adjourn: Rebecca Suddeth motioned to adjourn the meeting. John Koury seconded the motion and it carried unanimously. The meeting adjourned around 5:10 p.m. The next meeting is scheduled on the regular meeting date of September 8th, 2020.

**PLANNING AND
COMMUNITY DEVELOPMENT**



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MINUTES APPROVED

Melanie Sreen

Melanie Sreen, Chair

Darby Terrell 11-16-2020

Darby Terrell, Planner

Date