

**PLANNING AND  
COMMUNITY DEVELOPMENT**

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**TRANSYLVANIA COUNTY JOINT HISTORIC PRESERVATION COMMISSION  
MINUTES**

**February 13, 2018, 4:00 PM**

**I. Call to Order, Chair Marcy Thompson:**

Marcy Thompson called the meeting to order. Members attending were Chair Marcy Thompson, Vice-Chair Jeff Carter, Aaron Bland, Morris Davis, Ellen Pratt Harris, John Huggins, Jeff Mills, Melanie Spreen and Rebecca Suddeth along with staff members Joy Fields and Mark Burrows.

**II. Approval of Agenda and Minutes:**

Aaron Bland made a motion to approve the agenda and previous meeting minutes as presented from December 12, 2017. Rebecca Suddeth seconded the motion, which carried unanimously.

**III. Old Business:**

- A. Annual Inventory/Designation Outreach – Ellen Harris shared that she had spoken with the owners of Hemlock Hill and they did not have any maintenance planned and would not want to be on an online map.
- B. Historic Downtown Recognition program – The subcommittee received the recommendations from JHPC regarding the additional eight buildings to include in the updated/enlarged historic downtown walking tour brochure. The next step is advertise in the paper for professional designers to assist in designing the brochure to include 21 properties, a map and a professional look. When this request for qualifications/letters of interest is advertised, a direct email will also be sent to 3-4 local designers who have the qualifications and may have the interest. The most qualified designer who offers to design the brochure for the lowest price will be selected to fulfill the contract with the county.
- C. Local History Ramble – Marcy Thompson shared that the subcommittee had met and discussed:
  - Many of the homeowners of the locally listed homes are willing to participate in the ramble on May 19<sup>th</sup> from 12-4:00pm. The tour is now limited to homes because there are so many willing homeowners and sites to visit in a limited time.
  - The one house that will be included that is not a locally listed property is the Lankford-Cleveland House that was the home of Lankford, who donated part of the land to establish Brevard. The current owners, who live in Texas, will travel to Brevard to open the house up for the ramble. They are very interested in the history of the property.
  - The subcommittee thought that the tickets could be \$15.00 and profits from ticket sales could be split evenly between the Transylvania Heritage Museum and the Transylvania County Historical Society. Melanie Spreen made a motion to allow all proceeds from ticket sales to be distributed to Transylvania Heritage Museum and the Transylvania County Historical Society. Jeff Carter seconded the motion, which carried unanimously.
  - JHPC members will join board members from the non-profits as volunteers on the 19<sup>th</sup>. Two volunteers will be at each home. Significant others can join the JHPC

- member as a volunteer. Ellen Harris asked that the volunteer shift be limited in duration (2 hours max) to allow the volunteers to participate in the ramble. Therefore, volunteer shifts will be from 11:45-2 pm and 2-4:15 pm. Ellen Harris made a motion to allow JHPC to give each homeowner a copy of *Transylvania: The Architectural History of a Mountain County* as a thank you gift to homeowners for opening their home during the Historic Home Ramble. Aaron Bland seconded the motion, which carried. Copies of the architectural survey book will also be on sale at Silvermont during the ramble.
- Homeowners will also receive a thank you letter after the event.
- Joy Fields developed a draft brochure and asked JHPC members to provide any edits to the material or formatting. The final brochure will help advertise the event.

#### IV. New Business:

- A. CLG Grant – Joy Fields shared that the State Historic Preservation Office (SHPO) has a grant for Certified Local Governments (CLGs) such as JHPC. JHPC can also apply for this grant on behalf of a non-profit, which was how the Transylvania County Historical Society received \$11,000 in state funds to help with the Allison-Deaver House Renovation project. The application deadline for the grant is at the end of March. JHPC considered the following:
- Although the funds can be used for the renovation of structures on the National Register, the funding priority for SHPO is historical surveys and educational efforts.
  - The CLG grant requires a 40% match from other sources. Mark Burrows shared that JHPC has approximately \$6,000 from book sales of *Transylvania: The Architectural History of a Mountain County*. This money was originally going to be used to update a book on Transylvania's history but JHPC could choose to put the money towards architectural surveys, which would inform any updates to the documentation of Transylvania County's history.
  - In July 2017, when JHPC applied for the grant through the National Park Service (NPS) to survey the nine community centers that are older than 50 years, JHPC discussed using the CLG grant from SHPO to survey the oldest community centers if the NPS grant was not awarded. Staff learned in January that JHPC was not awarded the NPS grant.
  - Would JHPC like to apply for a CLG grant to survey Cathey's Creek, Dunn's Rock and possibly Mary C. Jenkins Community Centers?
  - Historic survey for inclusion on the National Register is more in-depth and the quote that staff received from a preservation specialist in July was approximately \$4,000 per property. Therefore, to survey Dunn's Rock and Cathey's Creek Community centers the match for a CLG grant would be \$3,200, which is twice the annual budget for JHPC and about half of the funds that JHPC has raised for historical updates.
  - JHPC members shared concerns about using the money from book sales for designating such a limited number of structures. Ultimately, a survey of the whole county would be required and surveying larger groups of properties may be more cost effective.
  - JHPC directed staff to reach out to SPHO staff regarding the potential for a CLG grant to survey the Community Centers, or a subsection of the county.
- B. Membership – There are four JHPC members whose terms end at the end of May. Three of the four, including Aaron Bland, Morris Davis and Ellen Harris are eligible for reappointment. Thus, there is at least one vacant seat and there needs to be an application on file for the Board of Commissioners to consider. The application deadline is May 11<sup>th</sup>. JHPC members were asked to let Joy Fields know if they were willing to be reappointed.

**JHPC Meeting Minutes**  
**Regular Meeting, February 13, 2018**

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- C. Other – Our State Magazine Home edition included an article highlighting the Partridge Hill that focused on the rental cabin behind the locally listed property.

**V. Public and Board Member Comments – None**

- VI. Adjourn:** Rebecca Suddeth made a motion to adjourn and Morris Davis seconded the motion, which carried. The meeting adjourned around 5:00pm. The next meeting is scheduled for **Tuesday March 13<sup>th</sup>**.

MINUTES APPROVED

Marcy Thompson 3/29/18  
Marcy Thompson, Chair Date

[Signature] 3/29/18  
Staff Date

