PLANNING AND COMMUNITY DEVELOPMENT
Mark Burrows, Director
Joy Fields, Planner
Kalen Lawson, Program Assistant

TRANSYLVANIA COUNTY
NORTH CAROLINA

98 East Morgan Street
Brevard, NC 28712
828.884.3205
planning.transylvaniacounty.org

TRANSYLVANIA COUNTY JOINT HISTORIC PRESERVATION COMMISSION MINUTES

January 10, 2017, 4:00 PM

I. Call to Order, Chair Ellen Pratt Harris:
Ellen Pratt Harris called the meeting to order. Members attending were Ellen Pratt Harris, Jeff Carter, Aaron Bland, Marcy Thompson, Lauren Wise, Rick Lasater and John Huggins along with staff members Joy Fields and Mark Burrows. Jeff Mills (excused) and Betty Sherrill, were absent.

II. Approval of Agenda and Minutes:
Ellen Pratt Harris asked if there was a motion to approve the agenda or meeting minutes. Jeff Carter made a motion to approve the agenda and the December 13, 2016 meeting minutes. The motion was seconded by Lauren Wise and carried unanimously.

III. Old Business:

A. Camp Ramble – NC Camp Youth Association will be reviewing their interest in participating and will let us know.
B. 2017 Strategic Plan – JHPC Completed the planning for the upcoming year and beyond by editing and discussing draft goals.
   - JHPC Draft Strategic Plan is attached.

IV. New Business:

A. None.

V. Adjourn: With the completion of discussion and a time of 5:05pm, Lauren Wise made a motion to adjourn and Aaron Bland seconded the motion, which carried. The meeting adjourned around 5:05pm. The next meeting is **Tuesday February 14, 2016 at 4:00pm**.

MINUTES APPROVED

Ellen Pratt Harris, Chair — Date: 4.11.2017

Staff — Date: 4-11-17

Transylvania County JHPC Strategic Plan

Transylvania County Survey completed in 1990-1991

DRAFT

	Short Term Goals (0-1 year)	Medium Term Goals (2-4 years)	Long Term Goals (5-10 years)
Inventory	• Update Study List -Windshield Survey of properties • Update National Designation List	• Seek grant $ for architectural survey	• Update survey (~492 properties in first Survey with all photos digitized on Digital NC—digitalnc.org)
Designation	• Review Study List for Priority Properties and reach out to gauge their interest • Follow-up with Downtown Property Owners • Create information packets for each JHPC member to have available	• Designate additional properties as either national or local historic landmarks • Have sites in Transylvania County on the Blue Ridge Heritage Trail	• Promote local and national designation and • Support more regular designations
Partnerships	• Transylvania County Historical Society • Transylvania County Library, • Town of Rosman and City of Brevard • Heart of Brevard and TDA, • Friends of Silvermont, • Transylvania County Historical Museum • State Historic Preservation Office	• National Park Service—Blue Ridge Heritage Trail • National Forest Service • State Park Service	• Neighboring Historic Commissions • Regional Historic Organizations
Stewardship	• Re-instate survey for designated properties • Review COA's as appropriate • Collaborate with Tax office to clarify tax deferment on bill and have historic property owner survey included as tax bill insert	• Historic Building Management • 1 page summary of Secretary of the Interior's Standards with photo examples	• Matching Grant program to help fund rehabilitation efforts that meet Secretary Standards
Housekeeping	• 2-3 members and staff attend trainings and or webinars • Report lost historic assets	• Host another CLG Training	• Partner to coordinate a technical training opportunities on historic windows or other specific restoration tasks for property owners. • Host a designation and review training
Membership	• Identify interested individuals	• Have a list of applicants to fill vacancies	• Have full membership with appropriate representation at all times
Advocacy	• Be a leader in advocating for historic preservation • Educate about the importance of historic preservation	• Advocate for historic preservation within each community in the county	• Have a unified voice for historic preservation in the county
Education	• Downtown Businesses in Brevard • Landowners with study list properties • Brevard City Council and Town of Rosman • County Commissioners	• Presentations at Community Centers • Rosman Downtown Recognition Program	• Training/technical workshops for property owners