

Transylvania County Joint Historic Preservation Commission

Minutes

January 12, 2016, 4:00 PM, Community Service Building Conference Room

- I. **Welcome & Introductions:** Chair Ellen Harris welcomed all members. Members attending were Jeff Carter, John Huggins, Lauren Wise, Marcy Thompson, Jeff Mills and staff persons Joy Fields and Mark Burrows. Betty Sherrill was absent (excused).

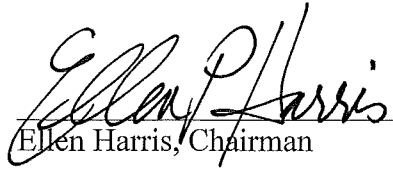
- II. **Approval of Agenda and Minutes:** Ellen Harris made a request to rearrange the agenda by moving item IV a) ahead of item III to allow the guests to speak prior to addressing old business. John Huggins motioned to approve the modified agenda and December 8, 2015 minutes seconded by Marcy Thompson. The motion was approved.

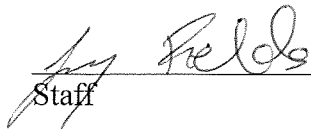
IV a) New Business - Annette Raines introduced the Transylvania County reappraisal process that is occurring now. Designated historic properties receive a 50% tax deferral for the building and up to an acre of land. To clearly show this tax deferral, the notice sent to historic property owners shows the market value and the deferred value. Property owners who wish to appeal the new revaluation of their property (historic or not) will have 30 days from the date of notice to file an appeal. All questions about this process should be sent to the tax office at 884-3202.

- III. **Old Business**
 - a) *By-Laws and Ordinance Review* – Quorum language can be “the majority of currently appointed members” and be within the requirements of the open meeting laws (§ 143-318.10.) Joy Fields compared the edited By-Laws with the Ordinance and did not see any discrepancies. Lauren Wise made a motion to take the modified By-Laws to the Board of Commissioners to approve. Marcy Thompson seconded and the motion passed.
 - b) *Annual CLG Report* – Mark Burrows updated the Commission on the submission of the CLG report. He highlighted that the Commission was not in compliance due to having a vacant board member seat go unfilled for more than 60 days.
 - c) Marcy Thompson asked for staff to prepare an informational sheet on the Galloway-Radford House.
 - d) *2016 Historic Preservation Fund Pass-Through Grants* – Grant update. Staff are waiting for a letter of request from Mac Morrow to document the needed repairs and the funding requirements to maintain the Allison Deaver house.

- IV. **New Business:**
 - b) *JHPC member terms open for reappointment* – John Huggins would like to continue serving and looks forward to being re-appointed in May. The seat that is currently vacant represents Brevard but several of the at-large members are from Brevard. Advertising on the Radio, in the newspaper as a letter to the editor and other places may help attract more applicants to fill the vacant positions in the future. Applications are due 2/15/16.
 - c) *Heart of Brevard* – will be attending JHPC meeting in February.

Adjourn: With no further business Lauren Wise made a motion to adjourn and Jeff Mills seconded the motion which carried. The meeting adjourned around 4:45 PM. The next meeting is **Tuesday February 9th, 2016 at 4:00 pm** in the Community Service Building conference room.

 6-3-2016
Ellen Harris, Chairman Date

 6-3-16
Staff Date