

# JACKSON COUNTY HISTORIC PRESERVATION COMMISSION

## MINUTES

<b>Date:</b> September 17, 2019								
<b>Time Begin:</b> 5:22 pm								
<b>Time End:</b> 5:42 pm								
<b>Location:</b> Jackson County Public Library, Conference Room								
Members	Present	Absent		Present	Absent		Present	Absent
Daniel Peoples	X		Jane Eastman	X		Carl Iobst	X	
Susan Leveille	X		Joe Rhinehart	X		Beth Parris		X
Connie Haire	X		Luther Jones	X				
Bill Crawford	X		Pam Meister	X				

**Others Present:**

Caroline LaFrienier, Planner II  
Allison Kelley, Administrative Assistant

**Call to Order and Quorum Check**

Caroline LaFrienier called the meeting to order at 5:22 p.m. and a quorum was present.

**Public Comment (3 minutes per speaker)**

There were no public comments.

**Approval of the Agenda**

Connie Haire made a motion to approve the agenda as written. Jane Eastman seconded the motion, and it passed unanimously.

**Approval of the Minutes**

Pam Meister made a motion to approve the minutes from July 16<sup>th</sup> and August 13<sup>th</sup>, 2019. Luther Jones seconded the motion, and it passed unanimously.

**New Business**

**a) Architectural Survey of Historic Resources**

Ms. LaFrienier presented an update and timeline of the Jackson County Architectural Survey of Historic Resources. She stated the NC State Historic Preservation Office is reviewing the existing survey coverage in Jackson County. There is a complete survey from 1978, and Rachel Barber began a survey in 1989 but was not completed. She stated the Commission would serve as the survey committee during this process. Annie McDonald, (Preservation Specialist for the NC State Historic Preservation Office) will attend one of the Commission's upcoming regular meetings, and discuss the survey committee's roles and responsibilities. Additional funding sources to expand the project budget does not seem necessary, but will consider expanding the project scope as it has been a while since the previous completed survey. Ms. LaFrienier informed the Commission from October to November they plan to draft the scope of work and develop a request for proposal (RFP), and release the RFP. The RFP would be reviewed by the Historic Preservation Office to ensure all survey data is documented, and in compliance. The survey will begin in February 2020 with a community presentation and kick off meeting. She inquired if the Commission had a

suggestions of those that would be interested in being involved in the survey process. Ms. Meister stated to contact Jessie Swigger, she teaches a Historic Preservation class once a year at WCU. She stated the class may be interested in this process, and Ms. Swigger may be interested in being part of the committee.

Jane Eastman inquired if cemeteries are a part of the survey. In addition, Mr. Jones asked if statues would be included in the survey. Ms. LaFrienier stated she believed it only included standing structures but would ask Ms. McDonald to clarify.

Ms. Haire inquired if there would be an age limit range on the architectural structure. Ms. LaFrienier stated the structure would have to be greater than 50 years old, but the committee can make changes of the scope of work during this process. Ms. LaFrienier stated Cashiers had completed three surveys in 2010, 2011, and the Whiteside Cove and Norton area was 2013. Ms. LaFrienier stated the NC State Historic Preservation Office has the surveys on file to avoid duplicating previous surveyed areas.

Ms. LaFrienier stated they would hire a consultant to go out in the field to survey properties, and document the topography of the structures. The committee will provide feedback, make decisions, and act as the community's voice during the project.

Ms. LaFrienier stated Cleveland County recently completed a survey update and would model their documents during this process. She found it interesting that at the end of Phase 2 they had the surveyor evaluate National Register eligibility of all of the survey resources and present those findings to the Historic Preservation Commission and discuss if it should be placed on the NC National Register Study List.

**Updates**

Ms. LaFrienier stated June Smith is in the process of beginning to interview those for the HPC Interview Project. She stated Ms. Smith was mostly interested in only using a digital recorder for interviews. However, she would have Ms. Smith ask the interviewees if they would be comfortable with a video recording.

Ms. Meister informed the Commission Mountain Heritage Day is on September 28th, 2019, and Bill Crawford would be the recipient for the Mountain Heritage award. In addition, the organization Cashiers Historical Society would be receiving the award for Faces and Places of Cashiers Valley.

**Adjournment:**

With no further business, Carl Iobst made a motion to adjourn. Bill Crawford seconded the motion and the meeting adjourned at 5:42 p.m.

**Respectfully Submitted by:**

  
Allison Kelley, Administrative Assistant

**Approved by:**

  
Susan Leveille, Chair