

JACKSON COUNTY HISTORIC PRESERVATION COMMISSION

MINUTES

Date: November 19, 2019								
Time Begin: 5:22 pm								
Time End: 6:28 pm								
Location: Western Carolina University, McKee Building- Room 114								
Members	Present	Absent	Members	Present	Absent	Members	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				

Staff Present:

Caroline LaFrienier, Planner II
 Allison Kelley, Administrative Assistant
 Michael Poston, Planning Director

Others Present:

Annie McDonald, Preservation Specialist for the NC State Historic Preservation Office
 June Smith

Call to Order and Quorum Check

Chairman Susan Leveille called the meeting to order at 5:22 p.m. and a quorum was not present.

Public Comment (3 minutes per speaker)

There were no public comments.

Approval of the Agenda

The agenda was not approved as a quorum was not present.

Approval of the Minutes

The minutes from October 15th, 2019 was not approved as a quorum was not present.

New Business

a) Architectural Survey of Historic Resources

Ms. McDonald presented to the Commission the general roles and responsibilities for the county-wide historic survey. She stated communities are mostly familiar with Architectural Survey Publications that are completed with the raw material data collected from the Architectural Survey of Historic Resources. Ms. McDonald stated during this process the Commission would be gathering the raw data in Jackson County that is required for publications. Before five years ago the majority of the survey materials were completed by hand (handwritten notes by surveyor, information of the buildings architecture and history, black and white photos, etc.) Ms. McDonald stated in 1989 Rachel Barber began a survey but it was not completed, and the last completed survey was in 1978. During this survey process, the surveyor’s job is to take notes of specific features, history, and document with photographs. If they are able to gain access to the interior of the building they may draw a floor plan, and take photographs of interior specific features.

Ms. McDonald stated her office covers 25 counties in the western region of North Carolina. In the 1970s her office began with a 10 county project in the south-west region of the state sponsored by Western NC Tomorrow. This project only allowed surveyors to capture a small amount of properties throughout the 10 counties. In the 1980s their office conducted two large regional projects only documenting a small amount of residential, industrial, commercial, and agricultural resources. In the late 1990s Michael Ann Williams did a reconnaissance survey for information on buildings for her doctoral work. Ms. McDonald stated there is better results from county-wide surveys as they capture more resources, and allow her office to have a better understanding of the economic development of certain locations. The last survey for Jackson County was in the late 1980s, and there is a lot of resources that are now eligible for recording. To allow longer shelf life, Ms. McDonald asked the Commission to consider recording resources up to the mid-1970s.

Ms. McDonald informed the Commission the Department of Transportation (DOT) are required to conduct a survey on any road projects to determine if it would impact properties that are eligible or listed in the National Register. The DOT conducted a survey for Highway 107 and the tannery. In addition, the Cashiers Historical Society sponsored three phases of a survey within the Cashiers area. Ms. McDonald provided the Commission handouts of both the Study listed properties, and National Register listed properties within Jackson County.

Ms. McDonald informed the Commission of the key contributors, description and roles during this survey as follows:

- Surveyor: Must have a primary educational and professional background in architectural history. The Surveyor must have skills in public relations and outreach, oral history and archival research methods, digital photography and mapping, data entry, analysis, and report preparation.
- Local Project Coordinator: Representative of the sponsor agency and is responsible for administering the project. In addition to organizing the local survey advisory committee and ensures a regular meeting schedule and an ongoing working relationship with the surveyor.
- Local Survey Advisory Committee: Provides guidance and support to the consulting surveyor. The Committee should have knowledge of local history, and architecture.
- Property Owners: Provides access to their properties (exterior ground), and the interior of their buildings. Owners may also provide their knowledge of the property's origins and history.
- State Historic Preservation Office (SHPO): The regional SHPO Staff member will work with the Surveyor, Coordinator, Committee, and other to ensure that the project is completed to standard.

Mr. Poston stated the Board of Commissioners had interest of preserving some historic properties. He informed the Commission staff contacted Cleveland County that completed a recent survey prior to establishing the budget for this survey. This project is not grant funded by the state, however staff has chosen to follow the best model of the State Historic Preservation Office process. He stated Ms. McDonald has offered to help guide and oversee the county through this process.

Ms. LaFrienier stated she is working on the Request for Proposal (RFP), and it is expected to be sent out in January 2020. Once the consultants have submitted their interest for the project staff will bring those to the Commission to review and select the best candidate.

Mr. Poston asked the Commission if they had any suggestions of members to add to the survey committee. Ms. Eastman inquired who is involved in the historic downtown Sylva district. Mr. Poston he believed the town manager Paige Dowling was involved in that process and could be consulted during this process. Staff asked the Commission to each identify five potential properties between 1945-1975 for survey and email to staff. The Commission was asked to help identify

separate dwellings (or a mid-century neighborhood), churches, commercial structures (store, motel, strip mall, etc.), and a school, community building, or industrial related property. Connie Haire suggested adding Tim Osment to the committee, he is local to the area and has knowledge in writing and history. In addition, Odell Thompson is a local architect and could bring perspective on the buildings as he did the renovation on the Hooper House.

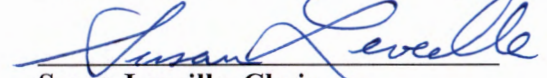
Adjournment:

With no further business, the meeting adjourned at 6:28 p.m.

Respectfully Submitted by:


Allison Kelley, Administrative Assistant

Approved by:


Susan Leveille, Chair