

JACKSON COUNTY HISTORIC PRESERVATION COMMISSION

MINUTES

Date: July 20, 2021								
Time Begin: 5:23 pm								
Time End: 6:32 pm								
Location: Jackson County Public Library, Community 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:

Michael Poston, Planning Director
 Anna Harkins, Planner I
 Allison Kelley, Administrative Assistant

Call to Order and Quorum Check

Chair Susan Leveille called the meeting to order at 5:23 p.m. and a quorum was not present.

Approval of the Agenda

The agenda was not approved as a quorum was not present

Approval of the Minutes

The minutes from June 15, 2021 was not approved as a quorum was not present.

Public Comment (3 minutes per speaker)

There were no public comments.

New Business

a) Greening Up The Mountains Discussion

Ms. Harkins presented the architectural survey packet they would handout to the public to conduct their own architectural survey. In addition, she presented coloring page options they discussed at the last meeting for the children of historic buildings in the county (Jackson County Courthouse, Hooper House). She asked the Commission for feedback regarding adding any additional information to the coloring pages.

The Commission provided the following feedback for staff:

- Add the current use of each building
- Add the address
- Add the date of construction
- Add a map of Jackson County with address markers for where they are located
- Add additional coloring pages of buildings/historic landmarks in the county (Judaculla Rock, Jarrett House, Mordecai Zachary House, etc.)

- Add posters of pictures from the architectural survey with a description (modern versus rustic style homes)

Ms. Harkins stated she would share the coloring page files with the Jackson County Library and Chamber of Commerce to utilize. Ms. Meister suggested the Commission hold a workshop on how to conduct a house survey at the library.

Mr. Poston stated the festival is a smaller event of approximately 30 vendors, and would be located at Bridge Park in Sylva. During the next Commission meeting, there will be a sign-up sheet to volunteer at the festival on August 28, 2021 from 10:00 a.m. - 4:00 p.m.

b) Design Standards Discussion

Ms. Harkins presented a draft document of design standards and guidelines. In addition, stated she developed this draft from design guidelines for historic districts in High Point and Chapel Hill. Ms. Harkins asked the Commission to review the draft document, and the requirements they would be judging and provide staff feedback.

c) Certified Local Government Commission Discussion

Ms. Harkins informed the Commission tomorrow she has a meeting with Kristi Brantley that handles all of the certified local governments at the NC Historic Preservation Office. Ms. Brantley informed her that the Commission would need to volunteer to complete training videos. The training videos cover many different topics other than just historic preservation such as natural disasters, equality, etc. Ms. Harkins stated each training video is around an hour, and they would need two members to volunteer and chair to complete a write up after each video. The videos are on YouTube and the Commission can watch these on their own time or staff can setup a time for watching these training videos. In addition, staff will work on gathering a template for the Commission to fill out after watching the training videos. Mr. Poston asked the Commission to consider if they would prefer to watch these individually or as a group to allow staff time to schedule and provide resources.

Ms. Eastman stated she would like to discuss meeting dates at the next meeting, as during the fall semester she would be teaching until 6:30 pm on the current meeting date.

Ms. Harkins stated the Commission mentioned they were interested in raising public awareness about historic preservation. She inquired how many posts the Commission would want on social media to engage public awareness, could be either weekly or monthly, etc. In addition, she asked the Commission to be thinking of historic buildings and sites they would want to establish as a local designation within the next year. Ms. Leveille suggested reaching out to the newspaper to have a monthly article or column to engage the public regarding historic preservation.

Ms. Meister stated the Mountain Heritage Center at Western Carolina University has designed traveling trunks on particular topics to go into schools for teachers. In addition, she stated this may be of interest as a permanent outreach for the Commission to sponsor developing a traveling trunk on Historic Preservation, and help design the contents of the trunk. Ms. Meister stated they have art students decorate the exterior material of the trunks, and they purchase artifacts, books and design curriculums.

Ms. Leveille inquired if the Commission in order to become a certified local government would still have to meet the qualification of having a quorum at all meetings for a full year. Ms. Harkins stated she would speak to Ms. Brantley to get clarification on this requirement.

Adjournment:

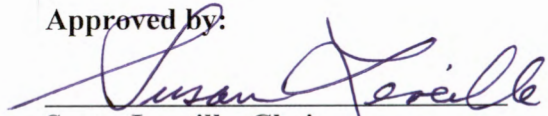
With no further business, Chair Susan Leveille made a motion to adjourn, and the meeting adjourned at 6:32 p.m.

Respectfully Submitted by:



Allison Kelley, Administrative Assistant

Approved by:



Susan Leveille, Chair