

JACKSON COUNTY HISTORIC PRESERVATION COMMISSION

MINUTES

Date: February 28, 2023								
Time Begin: 5:16 pm								
Time End: 6:46 pm								
Location: Jackson County Public Library, Conference Room								
Members	Present	Absent		Present	Absent		Present	Absent
Susan Leveille	X		Jane Eastman	X		Beth Parris		X
Bill Crawford		X	Luther Jones	X		Michael Moore	X	
Brandon Core	X		Pam Meister	X				
Celeste Pratt	X		Carl Iobst		X			

Staff Present:

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

Call to Order and Quorum Check

Chair Susan Leveille called the meeting to order at 5:16 p.m. and a quorum was present.

Approval of the Agenda

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

Approval of the Minutes

Pam Meister made a motion to approve the minutes from October 18, 2022. Luther Jones seconded the motion, and it passed unanimously.

Jane Eastman made a motion to approve the minutes from December 6, 2022. Brandon Core seconded the motion, and it passed unanimously.

Brandon Core made a motion to approve the minutes from January 17, 2023. Michael Moore seconded the motion, and it passed unanimously.

Public Comment (3 minutes per speaker)

There were no public comments.

New Business

a) **Historic Preservation Ordinance Draft**

Ms. Harkins stated the original Historic Preservation Ordinance was written and adopted back in 2009, and there has been minimal change that has been made to the ordinance since its adoption. In addition, she stated the ordinance is a part of the North Carolina General statutes, which there has been some updates since its adoption. The draft ordinance includes updating into compliance with the current land use law General Statute Chapter 160D, clearing up language that the previous ordinance did not address, and updating the structure of the ordinance to have a better flow. The ordinance states the purpose

of the Historic Preservation Commission as a whole, and definitions that are relatively the same. Ms. Harkins stated one of the biggest areas of change in this rewrite is Section 15-4 which speaks about the Historic Preservation Commission as a whole. In the Creation and Appointment section, they added language that the Commission was established through interlocal agreement among Jackson County, Town of Sylva, Town of Webster, Town of Dillsboro, and the Village of Forest Hills. In addition, staff added language of Rules of Procedure, which have been adopted but were not referenced in the ordinance. Another change added is the Commission would provide an annual report of its activities to the Jackson County Board of Commissioners. In addition, staff also added a Powers and Duties section which was not in the current ordinance that are granted to the Commission through the Chapter 160D land use law and general statutes. The Inventory section references that the Commission shall take steps as necessary to ensure that the inventory reflects current information to within twenty (20) years, which would be through architectural surveys and designation of historic landmarks and districts. The draft ordinance includes the process for historic landmarks/districts, certificates of appropriateness. In addition, she stated the draft ordinance references that the Jackson County Commissioners or municipal governing body may adopt an ordinance for local landmark designation. Mr. Poston stated staff has discussed with the municipalities prior to drafting the new ordinance, and once the Commission has moved to recommend adoption staff would take the draft to each of the municipalities. Ms. Harkins stated the ordinance also includes criteria for designation, which would be what qualifies something to be a local landmark or district and went over the process. In addition, the certificates of appropriateness section the Commission suggested putting in the Secretary of Interior Standards for treatment of historic properties with guidelines for preserving, rehabilitating, restoring and reconstructing historic buildings. She stated the Commission is still working on creating the design standards that will be a longer process. However, they need to update the ordinance now, and as the Commission goes through more local designation processes, they will better understand the design standards. Ms. Harkins stated they previously discussed the process for issuance of certificates of appropriateness into three levels, ordinary maintenance and repair, minor works, and major works. In addition, staff also added an Appeals section for the applicant to appeal for granting or denying a certificate of appropriateness. Ms. Harkins stated in other Historic Preservation Ordinances they have a delay in demolition of landmarks and buildings within historic districts section, which she has added into this draft that would allow this Commission to document the structure before it is demolished. The ordinance also includes demolition through neglect, which comes from the state's general statutes. Ms. Harkins asked the Commission to continue reviewing the proposed draft and be prepared to discuss any additional questions, concerns or suggestions.

b) Staff Updates

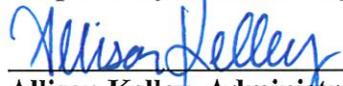
Ms. Harkins stated she had been in contact with WCU and Dr. Swigger over the public history department. She stated Dr. Swigger is very interested in interacting with the Commission and having us participate in some projects. Ms. Harkins stated in the fall, Dr. Swigger is having a class where her students are going to be creating a GIS story map of WCU campus. The GIS story map will have graphics, a QR code that you can scan, and a guided tour through WCU. In addition, she stated the project would also focus on some specific aspects of particular architectural history of WCU campus, in the hopes that in the future some students could do that for other areas in the county. This process would also include students coming to Commission meetings, as well as students are interested in talking with this Commission about WCU history. Ms. Harkins asked the Commission to begin thinking if they have any stories, items, or anything you would be interested in sharing with the WCU students that could help them with their project.

Ms. Leveille stated the last county Board of Commissioners meeting brought to her attention the need for diversity on this Commission. She stated they have a whole history of African Americans and Cherokee Indians in Jackson County, and now a population of Hispanic people. In addition, she stated if they know any of the current Commissioners that are making appointments to ask them look towards different groups as it makes a huge difference in different views.

Adjournment:

With no further business, Pam Meister made a motion to adjourn at 6:52 p.m. Luther Jones seconded the motion, and it passed unanimously.

Respectfully Submitted by:



Allison Kelley, Administrative Assistant

Approved by:



Susan Leveille, Chair

