

JACKSON COUNTY HISTORIC PRESERVATION COMMISSION

MINUTES

Date: March 18, 2025								
Time Begin: 5:30 pm								
Time End: 6:23 pm								
Location: Jackson County Public Library, Conference Room								
Members	Present	Absent		Present	Absent		Present	Absent
Susan Leveille	X		Jane Eastman	X		Michael Moore	X	
Bill Crawford	X		Luther Jones	X		<i>Vacant</i>		
Brandon Core	X		Pam Meister	X				
Travis Mileti	X		Beth Parris	X				

Staff Present:

Michael Poston, Planning Director

Ashley Clapsaddle, Planner I

Allison Kelley, Administrative Assistant III

Call to Order and Quorum Check

Chairman Brandon Core called the meeting to order at 5:30 p.m. and a quorum was present.

Approval of the Agenda

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

Approval of the Minutes

Beth Parris made a motion to approve the minutes from February 18, 2025 as written. Pam Meister second the motion, and it passed unanimously.

Public Comment (3 minutes per speaker)

There were no public comments.

New Business

a) Historic Preservation Ordinance

Mr. Poston provided an update that the current Historic Preservation Ordinance was adopted in 2009. The Commission is a joint board that includes the four municipalities in the County. Also, that the draft ordinance before the Commission today has been rewritten and complies with State Statue Chapter 160D. Staff sent the draft to the County attorney John Kubis for his review and his feedback was that the draft complied with the state statue, and that the Commission could move forward with seeking adoption. There were questions from the Commission at the previous meeting regarding what standards would they be using to evaluate for construction or design standards. The Commission would be using the Secretary of Interior standards for treatment of historic properties, with guidelines for preserving, rehabilitation, restoring and reconstruction of historic buildings. The draft ordinance clarified minor renovations which are handled by staff approval and major

renovations that would come before the Commission for their review and approval. Staff has begun to reach out to the municipalities to begin the process of the ordinance adoption, and hopes that it would be accomplished sometime in the summer.

Luther Jones made a motion to recommend the Historic Preservation Ordinance as presented for adoption and to move forward with the municipalities and entities that are involved. Susan Leveille seconded the motion, and it passed unanimously.

b) Historic Preservation Month

Ms. Clapsaddle provided an update that she reached out to Smoky Mountain Elementary, they only had three eighth graders and would not participate as a class but would pass along the information. Fairview is interested in participating with their eighth-grade class. Cullowhee Valley would also not participate as a class because they have a public display in May but would pass along the information to their students. Also, they are waiting to hear back from the Community School and the Summit School in Cashiers.

The Jackson County Library has agreed to display the posters, and had questions regarding the number of posters and time frame they would like to display. Jackson County Public Information Officer Bill Davis would help brainstorm ideas to advertise to all of the eighth graders in the County. Ms. Clapsaddle provided a draft flyer that included a QR code to the guidelines that would be sent out to the students.

Mr. Core presented and discussed the draft guidelines with the Commission. Ms. Parris stated she would assist with donating paper to the schools that are going to participate in the art contest and those that are home schooled. The Commission discussed some changes to be made to the draft guidelines as follows:

- Changing the poster size to 11 x 17 inches.
- Removing the eligibility requirement of permanent, full time resident and replace with residents of Jackson County, NC.
- Change that the display would be in a public art exhibition within Jackson County.
- Make the art contest available to any school aged students and not just eighth-graders.
- Add that the number and category of finalist will be determined by the total number of entries.
- Removing the word former on the Historic buildings bullet point.

The Commission came to a consensus that staff could move forward with the changes discussed to begin marketing the art contest to students. In addition, they also discussed who would judge the art contest, and suggested to reach out to Gayle Woody to see if she would be interested and if she knew of anyone else that could volunteer as a judge. Also, they suggested to reach out to see if any of the County Commissioners or those on the Arts Council would be interested in judging the art contest. The Commission also

would be reaching out to Peter at the Mountain Heritage Center regarding options for potential programming for the youth, and would have an update at the next meeting.

Ms. Parris provided an update that the Jarrett house is planning to open and she would reach out to the owner if they would allow the Commission to come for a tour of the home and to see what has been collected. Mr. Poston asked before they go on a tour to reach out to staff prior to the tour to notice the meeting to comply with the open meetings law.

Adjournment:

With no further business, Luther Jones made a motion to adjourn, and the meeting adjourned at 6:23 p.m.

Respectfully Submitted by:


Allison Kelley, Administrative Assistant

Approved by:


Brandon Core, Chair

