

**PLANNING AND
COMMUNITY DEVELOPMENT**

Jeff Adams, Director
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**Joint Historic Preservation Commission
March 12, 2024 at 4:00 PM
Cooperative Extension Conference
Room**

AGENDA

CALL TO ORDER

- I. WELCOME**
- II. PUBLIC COMMENT** (15-minute time limit. Speakers are limited to three minutes.)
- III. AGENDA MODIFICATIONS**
- IV. CONSENT AGENDA**
 - A. Minutes (January 30, 2024)
- V. OLD BUSINESS**
 - A. The Inn at Brevard
 - B. May Preservation Month
- VI. NEW BUSINESS**
 - A. Staff's Report
- VII. PUBLIC COMMENT** (15-minute time limit. Speakers are limited to three minutes.)
- VIII. COMMISSIONER MEMBERS' COMMENTS**

ADJOURNMENT

Joint Historic Preservation Commission
January 30, 2024 at 4:00 PM
Cooperative Extension Conference Room, 106 E. Morgan Street
SPECIAL MEETING

MINUTES

CALL TO ORDER

I. WELCOME: Mr. John Koury called the meeting to order at 4:00PM. Ms. GERALYN CONNELL, Ms. Katherine Buzby, Ms. Marcy Thompson, Mr. Andrew Wing, Ms. Ellen Harris, and Ms. Nikki Ransdell, and Mr. Billy Parrish were present. Ms. Nicole Bentley was absent (excused). A quorum was present. Mr. Jeff Adams and Ms. Ashley Minery (Planning Department staff) were present. Four members of the public were present.

II. PUBLIC COMMENT: (15-minute time limit. Speakers are limited to three minutes) Mr. Hale Campbell gave a brief presentation on the Transylvania Heritage Museum, where he serves as Treasurer. He provided valuable information on the museum's programs and current needs. He encouraged the JHPC to request additional funding for their Nonprofit Grant Program to keep up with growing needs.

III. AGENDA MODIFICATIONS: Mr. Koury moved to add 'Website Updates' as item B. in New Business. Ms. Buzby seconded the motion. All present members voted in favor and the motion carried.

IV. CONSENT AGENDA:

A. Minutes (November 14, 2023)

A minor typing error was corrected in the minutes. Ms. Harris moved to approve the consent agenda as amended. Ms. Ransdell seconded the motion. All present members voted in favor and the motion carried.

V. OLD BUSINESS:

A. The Inn at Brevard: The commission discussed the continued noncompliance of the Inn at Brevard in repairing the damaged exterior of the property. After discussion of different

options, the commission agreed the best course of action is to draft a letter to property owners explaining the consequences of noncompliance and eventual de-designation of the landmark. De-designation will result in property owners being required to reimburse Transylvania County for the past three years of deferred property taxes. The commission decided to provide a timeframe, contractor recommendation, and request for Certificate of Appropriateness in the letter.

- B. The Bryant House: Ms. Alex Cole considered the NC State Historic Preservation's Office's (SHPO) comments on the Bryant House report. After a discussion with the property owner, it was decided the application and report would be amended to only designate the exterior of the property, to be consistent with other designated properties in the county. Ms. Cole added dates of additions/ alterations, property boundaries, north arrows to maps, and a floor plan to the final report based on SHPO's comments. Ms. Harris moved to accept the updated report and move forward with the local designation process by recommending it for designation to Brevard City Council. Mr. Koury seconded the motion. All present members voted in favor, and the motion carried.

VI. NEW BUSINESS:

- A. May Preservation Month: The commission discussed potential plans for May's Preservation Month activities. Members expressed their interest in hosting May's JHPC meeting at a historic location in Transylvania County, and potentially having a guest speaker, like they did in 2023. Various locations were suggested in the Little River and Lake Toxaway communities. Members agreed to inquire about different locations individually and continue the discussion at March's meeting.
- B. Website Updates: Mr. Koury discussed the need to check Walking Tour Brochure inventory and evaluate the need to order more. The published meeting schedules in the Transylvania Times and county website calendar do not reflect the new meeting schedule of every other month. Staff will follow up on these matters.
- C. Staff's Report: Ms. Minery informed the commission of the next regularly scheduled meeting on Tuesday, March 12, 2024, at 4:00PM.

VII. PUBLIC COMMENT: There was no public comment.

VIII. COMMISSION MEMBERS' COMMENTS: Ms. Thompson informed the JHPC she was editing the detailed list of designated properties and would distribute it after the designation of the Bryant House. Ms. Buzby informed the commission she was keeping copies of the required tax form for

newly designated properties and would distribute it as needed to avoid future confusion for newly designated properties. Ms. Thompson moved to adjourn the meeting. Mr. Wing seconded the motion. All present members voted in favor and the meeting adjourned at 5:13PM.

ADJOURNMENT

Ashley Minery, Planner

Katherine Buzby, Secretary

DRAFT



Jeff Adams, Director
Ashley Minery, Planner
Darby Terrell, Planner

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Agenda Item: V-A.

Memorandum

From: Ashley Minery, Planner
To: Transylvania County Joint Historic Preservation Commission
Date: March 5, 2024

Meeting Date: March 12, 2024

Subject: The Inn at Brevard

Contact Info: Ashley.Minery@transylvaniacounty.org or (828)884-1710

Attachment(s): None

Purpose: Discuss the capital damage/ repair for the Inn at Brevard and possible removal of local designation status.

Background: The JHPC discussed this subject at the past several meetings and continued it until the next meeting. Staff has received advice from both SHPO and County and City legal teams. More information will be available at the time of meeting.

Financial Impact: None

Strategic Plan Goal

& Strategy:

Goal 6: "County government is service driven, transparent and performance based with more active and engaged citizens."

Strategy 6E: "Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery."

Recommendations: Staff recommends the Transylvania County Joint Historic Preservation Commission discuss this subject and decide on a course of action.

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Agenda Item: V-B.

Memorandum

From: Ashley Minery, Planner
To: Transylvania County Joint Historic Preservation Commission
Date: March 5, 2024
Meeting Date: March 12, 2024
Subject: May 2024- Preservation Month
Contact Info: Ashley.Minery@transylvaniacounty.org or (828)884-1710
Attachment(s): None
Purpose: Discuss events for the upcoming Preservation Month Events
Background: May is designated as Preservation Month by Transylvania County Commissioners. JHPC, along with other Historic Organizations sponsor, organize or support activities for the public throughout the month.
Financial Impact: None
Strategic Plan Goal & Strategy: Goal 6: "County government is service driven, transparent and performance based with more active and engaged citizens."
Strategy 6E: "Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery."
Recommendations: Staff recommends the Transylvania County Joint Historic Preservation Commission discuss of May 2024- Preservation Month events.