

**PLANNING AND  
COMMUNITY DEVELOPMENT**

Allen McNeill, Director  
Darby Terrell, Planner  
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**Transylvania County Joint Historic  
Preservation Commission  
Minutes for March 9, 2021, 4:00 pm Via Zoom**

**I. Call to Order, Welcome, and Introduction, Chair Melanie Spreen** called to order at 4:01 pm. Members in attendance were Chair Melanie Spreen, Vice Chair Ellen Harris, Secretary John Koury, Commission Members Rebecca Suddeth, Talomy Vaughns, and Leigh Huffman. Commission Members Molly Jenkins (unexcused) and Marcy Thompson (excused) were not present. Darby Terrell, Planner, Ashley Minery, Administrative Assistant, and Allen McNeill, Planning and Community Development Director, were in attendance. There were no members of the public present on the zoom call.

**II. Consent Agenda:**

Commission Member Rebecca Suddeth motion to ***approve the consent agenda as presented***. Secretary John Koury seconded the motion, and the motion was approved.

**III. Old Business:**

A. *Downtown Walking Tour Brochure Discussion*

The Chair, Melanie Spreen, explained the existing Walking Tour Brochure and its importance to visitors and locals who like exploring Transylvania County's history. The Commission discussed expanding the current brochure with more buildings, or possibly creating a Driving Tour Brochure to highlight other historical locations around Transylvania County. The Commission Members also discussed different funding sources from local businesses, historical societies, governments, and other organizations. Also, there was a brief discussion of the benefits of interactive electronic maps vs. hard copy maps which will be researched by commission members further. There was also a discussion on the need to research new historical landmarks to add to the brochure.

**IV. New Business**

A. *Discussion on Priorities for Local Landmark Review*

Commission members discussed what specifically made a location historical and unique to meet requirements to become a historically designated landmark. The importance of the architectural integrity of the original design should be considered a qualifying factor. The Commission members discussed the importance of the building itself as the center of historical designation rather

than the notable owners or periods. Mr. Allen McNeill offered to have the staff research what other Commissions use as guidelines to grant a property a historic designation. Mr. McNeill informed the Commission it would take staff 60 to 90 days to prepare this because of other pressing projects that the department is currently working on now.

**B. Discussion on Preservation Month, May**

The Commission discussed possible ideas for the Joint Historic Preservation Commission's events to sponsor or run in May for National Preservation Month. The Commission discussed possibly getting a Resolution passed by the Board of Commissioners to delegate May as Preservation Month for the County. Staff volunteered to find an older resolution that was passed, so that the Commission members can review it before sending it to the Board of Commissioners to be considered.

**C. Staff Report**

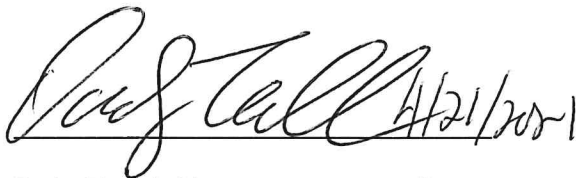
Darby Terrell, Planner, introduced Ashley Minery, the Administrative Support Specialist for the department. Ms. Terrell also reminded the Commission of the Transylvania County Fixed Route Service is open to the public. Ms. Terrell also alerted the Commission that the office had received a new application for the Bromfield Inn. She would be distributing this to the Commission members via email. It would be available in hard copy upon request.

**V. Public and Board Member Comments:**

There was no public comment.

Melanie Spreen, the Chair, commented on the survey results for Brevard's Downtown Master Plan update. She said she was surprised at the number of responses she received around historic preservation participants. She also thanked the board members who participated in the survey and said she did not participate since she oversees developing the City of Brevard's plan.

**IV. Adjourn:** Secretary John Koury motioned **to adjourn the meeting**. Vice Chair Ellen Harris seconded the motion, and it carried unanimously. The meeting adjourned around 5:19 p.m. The next meeting regularly scheduled meeting on Zoom is at 4:00 p.m. on April 13th, 2021.



Darby Terrell, Planner

Date

MINUTES APPROVED



Melanie Spreen, Chair