

RALEIGH HISTORIC DEVELOPMENT COMMISSION

Minutes of the Business Meeting

Tuesday, October 20, 2015 – 222 W. Hargett St., Room 305

I. CALL TO ORDER

Vice Chair Don Davis called the meeting to order at 7:50 am. A quorum was declared after roll call.

A. Roll Call – Teresa Young, Administrative Support; called the roll as follows:

Present: Elizabeth Caliendo, Sarah David (7:52), Don Davis, Esther Hall, Jenny Harper, Laurie Jackson, Rachel Rumsey, Scott Shackleton, Caleb Smith (7:55), Flora Hatley Wadelington (7:55), Kaye Webb.

Absent: Miranda Downer.

Others: Martha Lauer, Executive Director; Tania Tully, Preservation Planner; Teresa Young, Administrative Support.

- B. Approval of Agenda: Ms. Jackson requested an amendment to the agenda under the financial report section to discuss a conference she wished to attend. Ms. Caliendo made a motion to approve the amended agenda; Ms. Rumsey seconded; motion carried 8/0.
- C. Approval of Minutes: Ms. Hall made a motion to waive reading of the minutes and approve the minutes as proposed; Ms. Webb seconded; motion carried 8/0.

II. FINANCIAL REPORT

- A. Monthly Report: Ms. Lauer stated that Mr. Shackleton has recommended that the commission adopt quarterly reporting since very few transactions are being made. Ms. Lauer discussed service issues with Wells Fargo, and the commissioners requested that staff investigate switching to the local bank NorthState.

Ms. Jackson stated she was interested in attending the National Trust for Historic Preservation Annual Conference November 3rd through 6th, and requested financial sponsorship from the commission. Ms. Lauer stated that there is around \$1000 in training funds for this fiscal year. Ms. Hatley made a motion to approve Ms. Jackson's expenditure of up to \$500 for the cost of the conference; Mr. Shackleton seconded; motion carried 11/0.

III. OLD BUSINESS

- A. PNC Conference: Ms. David reported that the PNC conference was excellent, and that Ms. Lauer made a great presentation.

IV. NEW BUSINESS

- A. Committee Appointments: Ms. David appointed Ms. Hall as the chair of the Nominations Committee, and a transfer of Ms. Jackson from the Strategic Planning Ad Hoc Committee to the Community Awareness Committee.
- B. Friends of Oberlin Invitation: Ms. Lauer stated that the Friends of Oberlin have invited the commission for a video screening event in February. She added that Ms. Ruth Little would be speaking.
- C. Point of View Submission: Ms. David stated that her point of view submission ran in the *News and Observer* on Sunday, October 18th. Ms. David reported on a City Council remapping work session discussing an Empire Properties request to add height to multiple properties in local and national historic districts. Ms. David reported that a Depot District property has been referred to the Planning Commission, and that additional requests by Empire would have to go through the formal rezoning process.
- D. Raleigh Arts Plan Review Request: Ms. Lauer stated that the Parks, Recreation and Cultural Resources Department requested that the commission review the Raleigh Arts Plan. Ms. Lauer reiterated that it is the last chance to make sure that preservation is included.

V. COMMITTEE REPORTS

- A. Certificate of Appropriateness Committee
 - 1. October 5, 2015: Ms. Caliendo reported that there were three applications, one summary proceeding and that synthetic grass was approved for installation at the Merrimon-Wynne House.
 - 2. COA/RHDC Training – 9/28/15: Ms. Tully reported that the training went well. Ms. Lauer announced that Ms. Dottie Leapley will be supporting 2015 COA Committee meetings, and that Mr. Francis Rasberry will support 2016 meetings.
- B. Community Awareness Committee
 - 1. Berry O'Kelly School Historic District Scanning Party: Ms. Lauer reported that Councilor Crowder attended the first scanning party, and requested that the commission hold an additional scanning party in the afternoon. The new date is: November 12th or the 13th at 3 pm.
 - 2. Annual Report: Ms. Rumsey complimented the layout of the report. Ms. Lauer asked the commission if the annual report should be sent as a newsletter to local districts and landmarks only, or to local districts, landmarks, and National Register Historic Districts. Ms. Jackson made a motion to designate the approval of the final report to the Community Awareness Committee, which could be approved electronically; Mr. Davis seconded; motion carried 11/0. Ms. Hall made a follow-up motion to mail the annual report to the larger

mailing list to include potential local districts; Mr. Shackleton seconded; motion carried 11/0.

C. Research Committee

1. Pope House Policy Statement: Ms. Harper made a motion to approve the hiring of MDM Historical Consultants for up to \$640.00 for a policy statement on why the Pope House should remain in situ, utilizing commission Dietrich account funds; Ms. Hall seconded; motion carried 11/0.
2. Raleigh Historic Landmark
 - a. Nathaniel 'Crabtree' Jones House: Ms. Tully suggested that although "Crabtree" has been dropped by the State Historic Preservation Office in the National Register nomination, the commission recommend that the Raleigh Historic Landmark be named the Nathaniel "Crabtree" Jones House. Ms. Tully stated that the name change could be made by Council in the adoption of the ordinance. Ms. Harper moved that the commission recommend to City Council that the amended ordinance with the name change be adopted designating the Nathaniel "Crabtree" Jones House a Raleigh Historic Landmark; Ms. Webb seconded; motion carried 11/0.

D. Strategic Planning Committee

1. Strategic Planning Retreat: Mr. Shackleton stated that the strategic planning retreat went well. Ms. David stated the committees will review the strategic plan individually, then forward it to the executive committee for review. The commission decided on November 9th as the final day for feedback on the strategic plan from committee chairs.

VI. STAFF REPORT

- A. Underrepresented Grant: No report.
- B. Code Violations- Vacant and Closed List: No report.
- C. Community Development Division Housing Reviews: Ms. Tully stated that 409 Polk Street is under demolition by neglect. She added that there is still an outstanding issue of removal of a railing and that the process is a COA application, the lack of which will incur fees and fines.
- D. Design Guidelines Update: Ms. Tully reported that the draft will go online at the end of the week to be elicited feedback.

VII. NEWS OF OTHER ORGANIZATIONS

No report.

VIII. OTHER BUSINESS

Mr. Smith announced that Thursday October 22 through October 24th a public event will be held at Capitol Square to learn about archeology from experts in the field.

IX. ADJOURNMENT

With no further business, the meeting adjourned at 8:50 am.

Sarah David, Chair

Raleigh Historic Development Commission

Teresa Young, Administrative Support

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