

RALEIGH HISTORIC DEVELOPMENT COMMISSION

Minutes of the Business Meeting

Tuesday, December 15, 2015 – 222 W. Hargett St., Room 305

I. CALL TO ORDER

Chair Sarah David called the meeting to order at 7:46 am. A quorum was declared following roll call.

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

Present: Elizabeth Caliendo, Sarah David, Don Davis, Miranda Downer, Esther Hall, Jenny Harper, Laurie Jackson, Rachel Rumsey, Caleb Smith, Kaye Webb

Excused: Miranda Downer, Scott Shackleton, Flora Hatley

Others: ; Martha Lauer, Executive Director; Tania Tully, Preservation Planner; Teresa Young, Administrative Support; Kathryn Davis, 2013 Glenwood Avenue 27608; Todd Delk, Transportation Engineer; Dan Hoff, GIS Specialist; Brad Harold, 3323 Alamance Drive 27609; Joe Layton, 1224 Mordecai Drive 27604; Jeff Pollack 2124 Woodland Drive 27608; Philip Letsinger, 2719 Kittrell Drive 27608; Sarah Lowter, 2811 Kittrell Drive 27608; Craig McCall, 2011 Glenwood Avenue 27608; Heather McCall, 2011 Glenwood Avenue 27608; Sarah Roholt, 1224 Mordecai Drive 27604.

Approval of Agenda: Ms. Hall moved for approval of the agenda; Mr. Davis seconded; motion carried 9/0.

B. Approval of Minutes: Ms. Hall moved for approval of the November 17 minutes; Mr. Davis seconded; motion carried 9/0.

II. FINANCIAL REPORT

A. Monthly Reports: Ms. Lauer reported that money was transferred, and there will be tidying up before next month's report.

B. Form 990-N: Ms. Lauer stated that she sent an attachment with old physical assets from the commissions older days. Ms. Lauer added it was very unlikely that the file cabinets with COA files would be removed from City property and asked the commission for approval of the form. Ms. Rumsey moved for approval of Form 990-N; Ms. Webb seconded; motion carried 9/0.

C. Plummer T. Hall House

1. Recombination Plat: Ms. Lauer stated she hoped to have a recombination plat from the surveyor but there should be no problem for recombination of the lots once the zoning map is effective.

D. Gesthesmane S.D.A Church

1. 2016 Payment Schedule: Ms. Lauer declared that based on earlier discussions by the commission, a letter was sent to Mr. Phuc Tran regarding repayment of the revolving fund loan. Mr. Tran reported that he was unable to close on a mortgage on the church. Ms. Lauer stated that the executive committee was recommending that an interest statement be prepared for the months January 1 – April 1, 2016, to be sent to Mr. Tran with a letter warning that the commission must move to foreclose on April 1 should the loan not be repaid. Ms. Lauer suggested that the executive committee finalize a letter to be sent to Mr. Tran. Ms. Hall suggested instead sending a memo of understanding that must be notarized.

Ms. Hall made a motion to notify Mr. Tran he has a certain period to pay the loan and that a notarized memo of understanding would be sent; Ms. Rumsey seconded; motion carried 9/0.

- E. Oxford Park and Anderson Heights Survey: Ms. Lauer disclosed that Oxford Park and Anderson Heights do not have a survey; while they were looked at in one of Raleigh's surveys, they were not chosen for research in preparation for a Study List application. Ms. Lauer shared that two neighborhoods are interested in becoming local historic districts, have received a quote from Ruth Little for initial survey work, and that the commission might consider offering a grant to support the neighborhood. Ms. David added that the cost to the commission would be \$195 for Oxford Park and \$395 for Anderson Heights. Ms. David clarified that the commission does not have enough for a full National Register nomination for the neighborhoods, but a grant would be a nice gesture. Ms. David clarified that the commission would direct the City to pay the consultant upon receipt of the two survey reports. Ms. Jackson inquired if a CLG grant could be used for it. Ms. Tully responded that this survey would allow the state to assess the integrity of the potential district and approve moving forward.
- Ms. Hall made a motion to spend \$580 towards the surveys for Oxford Park and Anderson Heights; Ms. Rumsey seconded; motion carried 9/0.

III. OLD BUSINESS

- A. Design Guidelines: Ms. Tully announced that the comments that were received were linked onto the agenda, posted on the website, and will be discussed at the January meeting.

IV. NEW BUSINESS

- A. Rezoning Petition (Mordecai Place) – Z-40-15 (MP-1-2015): Ms. Tully mentioned that a rezoning application was received in the Mordecai Place National Register Historic District, and that staff was asked to review it. The application would remove the neighborhood conservation overlay district zoning layer. Ms. Tully reiterated that staff does not have any suggestions, that a person from the neighborhood had asked to address the commission, and recommended that a commissioner meet with neighborhood representatives to discuss the petition. Ms. Sarah Rohold addressed the commission, stating that many in the neighborhood are opposed to the zoning request. Ms. David asked if the request was to remove the entire district or a portion thereof, and Ms. Tully responded a portion. Ms. Hall volunteered to attend the rezoning meeting.
- B. 2016 Meeting Schedule: Ms. Tully made a note that the executive committee and design advisory committee dates were labeled wrong and corrected them.
- Ms. Hall made a motion to approve the schedule; Mr. Davis seconded; motion carried 9/0.
- C. Street Closure Petition (Bloomsbury) – STC-11-15 (memo): Ms. Tully introduced the second street closure in the Bloomsbury National Register Historic District, and added that this was the second street closure petition for the alley, following a previous request in 2002. Ms. Tully reminded that the commission is expected to make a recommendation. Mr. Delk reported that the property address is the same one opened in the 2002 petition, that there are site design issues and topography issues, but that the alleyway has never been maintained or worked on. He added that the historic designation was national, not local. Mr. McCullen introduced himself to the commission, and stated he was the petitioner who had opened the ally with the 2002 petition. He stated that he thought it best to maintain the character of the alley and passed

out handouts with additional information. Mr. McCullen reinforced his belief that it is in the best interest of the city to close the remaining alley and preserve the status quo. Ms. King and Mr. Polluck added their support to keep the alley closed. Mr. Herald represented the homeowner who wished to have the alley open and distributed a 1911 plat map that showed the alley, and stated it would be unfair that the neighbors (the McCullens) are able to use it and his client cannot. The commission discussed the alley closure. Ms. Tully and Ms. David reminded the commission that the commission is only reviewing whether or not the alley is part of the historic character of the district. Ms. David stated that alleys in Bloomsbury are a part of the character of the historic district and Mr. Davis agreed. The commission discussed the differences between the 1911 and 1926 platting. Ms. Jackson made a motion that the street closure petition is in conflict with the commission's policies, but recommended that City Council hold a public hearing to discuss civil matters related to the closure; Ms. Rumsey seconded; motion carried 8/1 with Ms. Hall dissenting.

V. COMMITTEE REPORTS

A. Certificate of Appropriateness Committee

1. November, 2 2015: Ms. Caliendo reported that there were 2 summary proceedings and 6 major work applications approved.
2. Attorney: Ms. Caliendo announced that attorney Razz Raspberry will now advise the commission at COA meetings.

B. Community Awareness Committee

1. Annual Report Presentation to Council – 1/5/16: Ms. David stated she will present the annual report at the January 5th city council meeting.
2. Chavis Park National Register Nomination Presentation – 1/12/16: Ms. Rumsey asked if a commissioner could attend the presentation. Ms. Jackson volunteered and she and Ms. Rumsey will attend.
3. Berry O'Kelly Scanning Party – 1/19/16: Ms. Rumsey announced the scanning party is scheduled for January 19th from 3pm to 5 pm. Mr. Davis stated he will attend. Ms. Lauer reported there is an opportunity to host a State historic tax credit workshop, either alone or inviting CAP to cosponsor. Ms. David reported she will reach out to the chair of the Wake County HPC to discuss.

C. Research Committee

1. Historic Preservation Fund Grant: Ms. Lauer stated that there multiple residents requesting information on their neighborhood's eligibility for local historic district overlay zoning, and that it would be beneficial do a survey update. This would require applying for a historic preservation fund grant and requesting \$20,000 additional funds from the city to match the grant funds. Ms. Hall made a motion to approve an increased budget request and grant application; Mr. Davis seconded; motion carried 9/0.

D. Strategic Planning Committee

1. Strategic Planning Review: Ms. Hall stated that she would add one item to the strategic plan and that she will send it back to the chairs for review. Ms. David reiterated that each committee must send feedback.

VI. STAFF REPORT

A. Hi-Mount: No report.

- B. Underrepresented Communities Grant: Ms. Lauer announced that the commission saw on the NPS website that it will receive the grant but is waiting on the state to release a press release on the topic.
- C. Design Guidelines Update: No report.
- D. Code Violations: Ms. Tully reported there was a property on Bragg Street as well as two properties on Person Street, 906 and 908. Ms. Tully added an additional property is in the Prince Hall District, 208 E South Street. Ms. David agreed to contact the owners.
- E. Community Development Housing Reviews: No report.
- F. Glenwood Brooklyn: Ms. Tully reported that the meeting went well.

VII. NEWS OF OTHER ORGANIZATIONS

See as listed in agenda.

VIII. OTHER BUSINESS

No report.

IX. ADJOURNMENT

With no further business, the meeting adjourned at 9:16 am.

Sarah David, Chair
Raleigh Historic Development Commission

Teresa Young, Administrative Support
Raleigh Historic Development Commission