RALEIGH HISTORIC DEVELOPMENT COMMISSION
Minutes of the Business Meeting
Tuesday, April 19, 2016 - 222 W. Hargett St., Room 305

I. CALL TO ORDER

Chair Sarah David called the meeting to order at 7:45 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; Rachel Rumsey; Scott Shackleton; Caleb Smith; Kaye Webb.
Excused: Laurie Jackson; Flora Hatley Wadelington.
Other: Vivian Ekstrom, Planner; Martha Lauer, Executive Director; Tania Tully, Preservation Planner; Teresa Young, Administrative Support.

B. Approval of Agenda: Mr. Davis moved to approve the amended agenda with the addition of item of c. Rezoning of Property under New Business; Ms. Hall seconded; motion carried 10/0.

C. Approval of Minutes: Mr. Davis moved to waive reading of and approve the March minutes; Ms. Rumsey seconded; motion carried 10/0.

II. OLD BUSINESS

A. Glenwood-Brooklyn Streetside Historic Overlay District: Ms. David reminded the commission that the district is now in place.

B. Mordecai CAC HOD Presentation: Ms. Tully stated that she and Ms. Lauer had attended the CAC meeting and there were a lot of questions. Ms. Lauer reported the Nominations Committee will look into creating a checklist for people to meet the requirements for having staff come to talk at a neighborhood meeting.

III. NEW BUSINESS

A. Cameron Village and Hillsborough Street Small Area Plans: Ms. Ekstrom presented an overview of the Cameron Village and Hillsborough Street Small Area Plans to the commission. Mr. Davis inquired about the status of Maiden Lane. The commission discussed if anything could be done regarding the status of it and if it could be preserved. Ms. Tully stated a memo could be written encouraging the residents to take part in the incentives for historic character. Mr. Davis made a motion for Mr. Smith to read the plan with special attention paid to Maiden Lane National Register Historic District and draft a memo with staff assistance, and for the executive committee to review the memo and approve electronically; Ms. Hall seconded; motion carried 10/0.

B. Preservation North Carolina Character Preservation Event: Ms. Lauer announced that the event with Preservation North Carolina will take place on June 6th at the convention center and the commission will pay approximately $300 fee for audio and visual equipment.

C. Rezoning: Potential Landmark: Ms. Tully announced that there was a rezoning application for property located at 9513 Old Leesville Road that could be rezoned to a conditional use rezoning that includes the Leesville Teacherage, and that the commission could reach out to the landowner to relocate the structure. Ms. Harper stated she would reach out to the property owner.

IV. COMMITTEE REPORTS

A. Certificate of Appropriateness Committee: Ms. Caliendo reported that the April meeting will occur on April 28th.
   1. Strategic Plan Meeting Reschedule: Ms. Davis and the committee agreed to reschedule the meeting for 4:00-4:30 in Room 305 prior to April 28th meeting.

B. Community Awareness Committee
   1. Preservation Month
      a. Mayoral Proclamation: Ms. Rumsey stated that Mayor McFarlane will proclaim May as preservation month.
      b. First Look Event: Ms. Hall reported she is working on sending out the invtations and the signups will be online. Ms. Lauer stated the communications division is working on getting information on the event through social media.
      c. Capital Square Historic District Tour: Ms. Rumsey reminded everyone to attend the event and that the commissioners will be donating to the cause as well to attend.
      d. RaleighHistoric.org Tour Launch: Ms. Lauer stated a eblast is being sent out regarding the tour.

C. Research Committee
   1. Research Projects Update: Ms. Harper stated the committee discussed the Leesville teacherage.
   2. Historic Landmark Applications – Draft Ordinances: Ms. Tully stated she is working on the ordinances.
      a. Horton-Breckham-Bretsch House
      b. Anna Riddick House
      c. Wilmont Apartments Boundary Change

D. Nominations Committee
   1. Vacancies
   2. Stategic Plan: Ms. Hall stated she will bring this to the next committee meeting.

V. STAFF REPORT

A. Replacement Streetlights in Historic Districts: Ms. Tully reported that Ms. Harper has volunteered to help the group in Oakwood doing research on lights. Ms. Tully stated that staff will have a meeting with Public Works and Duke-Progress to determine any technical issues.

B. Code Violations – Vacant & Closed List: No report

C. Community Development Division Housing Reviews: Ms. Lauer reported that the construction management division is handling the advertisement and acceptance of easements for the Plummer T. Hall house. Ms. Lauer stated that next steps are to finalize the easements with Capital Area Preservation as well as applying for the Certificate of Appropriateness.

VI. NEWS OF OTHER ORGANIZATIONS

See as listed in agenda.

VII. OTHER BUSINESS

No report.

VIII. ADJOURNMENT

With no further business, the meeting adjourned at 8:57 am.

Sarah David, Chair
Raleigh Historic Development Commission

Teresa Young, Administrative Support
Raleigh Historic Development Commission