

## RALEIGH HISTORIC DEVELOPMENT COMMISSION

### Minutes of the Business Meeting

Tuesday, April 19, 2017 - 222 W. Hargett St., Room 305

#### I. CALL TO ORDER

Vice Chair Don Davis called the meeting to order at 7:48 am. A quorum was declared following roll call.

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

Present: Nicole Alvarez (7:52), Elizabeth Caliendo, Don Davis, Sabrina Goode (7:51), Esther Hall, Jenny Harper, John Hinshaw, Laurie Jackson (left at 8:53), Jimmy Thiem, Caleb Smith (7:50)

Excused: Sarah David, Kaye Webb

Other: Roberta Fox, Assistant Planning Director; Myrick Howard, 206 Woodburn 27605; Tania Tully, Preservation Planner; Melissa Robb, Preservation Planner; Teresa Young, Administrative Support

#### II. CONSENT ITEMS

A. Approval of Agenda: Mr. Hinshaw made a motion to approve the agenda; Ms. Caliendo seconded; motion carried 7/0.

B. Approval of Minutes: Ms. Jackson made a motion to approve the March minutes; Ms. Caliendo seconded; motion carried 9/0.

#### III. ACTION ITEMS

A. March 23 COA Meeting Minutes: Mr. Thiem pointed out in case 036-17-CA there was testimony about the proximity of the addition to the rear and wanted to amend the minutes to include a fact that the new addition will be 10 feet from the rear property line. Mr. Smith made a motion to approve the amended minutes; Mr. Thiem seconded; motion carried 4/0.

B. Plummer T. Hall House Recommendation: Mr. Davis stated the memo was received by the executive committee and there was one response to the RFP and that the memo was approved by the executive committee. Ms. Tully added the memo will be sent to Mayor McFarlane and the memo requests that City Council accept the proposal of Preservation North Carolina and loan \$175,000 for a period of 2 years. Based on the Executive Committee's recommendation, the commission voted to approve the memo and its recommendations 10/0.

C. Raleigh Historic Landmark Applications

1. Fishery's Bakery & Sandwich Company: Ms. Tully presented information regarding the proposed landmark which was constructed in 1952 and added onto in 1979. Its location is on Brookside Drive. Ms. Tully noted it is one of the rare women affiliated buildings.
2. H.J. Brown Coffin House: Ms. Tully presented information on the building which was built in 1907 and 1920 and eventually became a funeral home. It is a restored classical revival and significant for its coffin house and architecture.
3. Ms. Harper moved that commission find that these properties meet the criteria for designation as Raleigh Historic Landmarks and that RHDC recommend to the City

Council that the application be referred to the Department of Cultural Resources, Office of Archives and History for its analysis and recommendation and to authorize a joint public hearing; Ms. Jackson seconded; motion carried 10/0.

#### IV. DISCUSSION ITEMS

- A. Historic Preservation Toolkit: Ms. Fox reported that the RFQ will be going out for the toolkit and that Mr. John Anagnost will be the project manager. Ms. Fox reported there will be a quick turn around and she was looking for a member of the commission to serve as a liaison as well as on the selection team going forward. Ms. Caliendo nominated Ms. Harper to serve on the team.
- B. Gables Motel Lodge: Mr. Thiem reported that there was a meeting with Mr. Ken Bowers from planning as well as additional planning staff and Ms. Sandra Simpson who is the realtor from Trademark Realty who has listed the property for sale. Mr. Bowers suggested bringing the property into conformity under the current UDO. There was discussion regarding getting a landmark report for the property as a motion was made in the previous month for the structural assessment and appraisal. Ms. Tully suggested that the commission could start the process of getting the property landmarked which, depending on how far the process went, could institute a 180 day demolition delay. The money would potentially be gone from the designation report as that was a risk. Ms. Harper added if the building were to get demolished, the documentation would tell the story of the property as well as the history of Route 1 with all the tourist homes. Ms. Hall made a motion to rescind the previous decision to fund the appraisal and structural analysis and instead fund a landmark designation report; Ms. Caliendo seconded; motion carried 10/0.
- C. Demolition Delay at 934 N Boylan Avenue: Ms. Tully stated she needed a volunteer to work with the owner on different alternatives. Mr. Hinshaw volunteered.
- D. Vacancies: Ms. Hall reported that there will be two vacancies at the end of this year with her and Mr. Smith are not renewing their service terms.
- E. Proposal of Slate of Officers: Ms. Hall stated the proposed slate of officers to be Mr. Davis as Chair, Ms. Harper as Vice Chair and Mr. Hinshaw as the new treasurer. These will be voted on at the next meeting.
- F. Committee Vice Chairs: Ms. Esther suggested that so items do not get bogged down in committee to have a vice chair designated in training so if the committee chair is absent they can step up. Ms. Tully stated she will add that onto agendas for committee meetings for their next meetings.
- G. Commissioner Pipeline: Ms. Hall stated the pipeline is a big body of work as a volunteer and bringing in civilians on committee to work with commissioners could bring potential commissioners in as well as spreading information about preservation.
- H. Staffing: Ms. Fox reported the posting to fill Ms. Lauer's vacated position will be posted this week and will be left open for 4 weeks. Ms. Fox anticipated having the position filled by mid-June.
- I. Nonprofit Future: Ms. Harper stated there will need to be discussion regarding the status of the nonprofit and if it needs to be transitioned to a "friends of group" to get it in order to

connect with the community. Ms. Tully added that they wanted the commissioners to think about this since it will be addressed with the toolkit. The item was tabled.

## **V. FOLLOW UP ITEMS**

- A. RHDC Press: Ms. Jackson reported that there was an event with the Raleigh History Museum with Shaw University regarding the black pioneers in uniform.
- B. Statewide Significance Meeting: Ms. Jackson reminded the commission that the meeting would take place on the 24<sup>th</sup>.
- C. Oakwood National Register Nomination Update: Ms. Robb reported there was one response to the RFP and it will be shared with the research committee at the May meeting.
- D. Design Guidelines Update: Mr. Davis reported it is up for vote again but the mayor is not present. Ms. Tully stated she was certain it would get deferred.
- E. Comprehensive Plan Update: Ms. Tully stated the plan is being updated and it is out for staff comment and to think about any comments for next month's meeting.
- F. Housing Code Violations: Ms. Harper stated there are four violations and that one is located in Mordecai and three are potential landmark properties. Ms. Harper added Ms. Tully is in communications with the inspections department about the properties. Ms. Harper stated the owners of the Daladams house have agreed to the preparation of a landmark application. It is a vernacular style cottage.
- G. Community Development Division Housing Reviews: No report.
- H. Raleigh Historic Landmark Designations: Ms. Tully stated they are on the May 2<sup>nd</sup> council agenda.
  - a. Plummer T. Hall House Boundary Change
  - b. Lillian Stroud Rogers House
  - c. Berry O'Kelly School
- I. National Register Nominations: Ms. Tully stated the State Historic Preservation Office will be putting these on an RFQ to get them listed.
  - a. Oak Grove Cemetery
  - b. Oberlin Cemetery

## **VI. NEWS OF OTHER ORGANIZATIONS**

See as listed in agenda.

## **VII. OTHER BUSINESS**

None.

## **VIII. ADJOURNMENT**

With no further business, the meeting adjourned at 9:02 am.

Don Davis, Vice Chair  
Raleigh Historic Development Commission

Teresa Young, Administrative Support  
Raleigh Historic Development Commission