

## RALEIGH HISTORIC DEVELOPMENT COMMISSION

### Minutes of the Business Meeting

Tuesday, March 20, 2018 - 222 W. Hargett St., Room 305

#### I. CALL TO ORDER

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

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

Present: Travis Bailey, Elizabeth Caliendo, Sarah David (7:53), Don Davis, Nick Fountain, Jenny Harper, Laurie Jackson (7:58), Jimmy Thiem, Kaye Webb, Gaston Williams

Absent: Nicole Alvarez, John Hinshaw

Other: Collette Kinane, Preservation Planner; Melissa Robb, Preservation Planner; Tania Tully, Senior Preservation Planner; Teresa Young, Administrative Support

#### II. CONSENT ITEMS

- A. Approval of Agenda

Mr. Thiem amended the agenda to include the Gables Hotel item under section V, follow up items D. Mr. Thiem made a motion to approve the amended agenda; Mr. Fountain seconded; motion carried 9/0.

- B. Approval of February and Retreat Minutes: Mr. Williams made a motion to waive reading and approve the February and Retreat minutes; Mr. Thiem seconded; motion carried 9/0.

#### III. ACTION ITEMS

- A. 2018 Retreat Follow Up: There was discussion following the retreat regarding the strategic plan. Ms. Tully added the website falls into optimizing digital platforms and that the dates do not have to be this specific it just needs to fall within the specified range. Mr. Davis reminded the commission they are voting on the plan. Mr. Williams moved for approval of the strategic plan; Ms. Webb seconded; motion carried 10/0.

- B. Pop Up Preservation Events: Ms. Jackson explained that Mr. Bailey had been contacted by some millennial influencers and using social media would be a great way to educate people on what the commission does. Ms. Jackson added that with the Latta event coming up at the end of April, Ms. Alvarez has arranged for table at the event. It would be a good event to promote via social media. Ms. Jackson stated she is working with Mr. Bailey on further details for this. There was additional discussion on using the commission's Facebook page as well as an Instagram account. Mr. Williams also stressed using these platforms in an informational way only. Mr. Williams made a motion to post information on the commission's social media platforms (Facebook, Twitter) that is neutral and factual in nature only; Ms. Jackson seconded; motion passed 10/0.

#### IV. DISCUSSION ITEMS

- A. Historic Preservation 101: Certificates of Appropriateness: Ms. Tully gave an overview of what a Certificate of Appropriateness is and what type of project is classified as a major work or a minor work application. Ms. Tully announced the fees are increasing nominally, as well. Ms.

Jackson inquired about tree removal since you cannot donate to NeighborWoods anymore. Ms. Tully answered that the NeighborWoods program was suspended and a like tree must be replanted when one is removed.

- B. Latta/Oberlin Village Events: This was discussed earlier in the pop up preservation events section of the meeting.
- C. Architectural Survey Update: Ms. Tully stated that phase one of the survey is available online and the process for phase two is underway.

## V. FOLLOW UP ITEMS

- A. Preservation Project Updates: Ms. Tully reported that the Oakwood National Register update is at the State Historic Preservation Office under review. Ms. Tully added that the Nash Square Report second draft came in and staff is waiting for comments with a deadline of April 2<sup>nd</sup>. Ms. Tully stated the historic preservation toolkit is on hold until we hear from the City Manager's office. Ms. Tully added the Lustron house foundation contractor was picked and the contract will be routed soon, and Preservation North Carolina is working on marketing the house and getting it sold. Ms. Tully reported the Anderson Heights Historic Overlay District public meeting will take place on April 9<sup>th</sup>. Ms. Tully also stated that only one of the South West Street houses is getting moved to Prince Hall.
- B. Board Docs: Ms. Tully stated the commission will be moving to board docs soon.
- C. Budget Update: Ms. Tully stated the City Manager's office is holding the internal work sessions with City Council and the budget presentation will be in June. A preservation planner is on the priority list as well as additional money to do designation reports.
- D. Gables: Mr. Thiem reported he attended the Mordecai CAC meeting on March 13 and heard a presentation from Tift Merritt and Daniel Robinson (a developer from Durham) who are involved and interested in the Gables property. Mr. Thiem reported on the current ideas proposed by the contract purchasers.

## VI. NEWS OF OTHER ORGANIZATIONS

See as listed in agenda.

## VII. OTHER BUSINESS

## VIII. ADJOURNMENT

The meeting was adjourned at 9:39.

Don Davis, Chair  
Raleigh Historic Development Commission

Teresa Young, Administrative Support  
Raleigh Historic Development Commission