

DRAFT AGENDA

Wake County Historic Preservation Commission Monthly Meeting

Tuesday, March 10, 2026 -- 3:30 PM

**Room 2800 – Wake County Justice Center
301 S. McDowell Street, Raleigh, North Carolina**

- I. Call to Order/ Roll Call**
- II. Approval of March 10, 2026 Agenda**
- III. Approval of February 10, 2026 Minutes**
- IV. Outreach Committee Report**
- V. Designation Committee Report**
- VI. Staff Report**
 - A. New COA Procedures
 - B. Principles & Standards Update
 - C. Preservation Celebration May 3, 2026 – Good Hope Baptist Church, Shotwell
 - D. Preservation Month Proclamation
 - E. Potential Landmark/Roadside Marker Candidates
 - F. CLG Training
 - G. Other
- VII. Old Business**
- VIII. New Business**
- IX. Other Business**
- X. Chair's Report**
- XI. Adjourn**

DRAFT AGENDA

**Wake County Historic Preservation Commission
OUTREACH COMMITTEE
Tuesday, March 10, 2026 -- 2:30 PM
Room 2800 – Wake County Justice Center
301 S. McDowell Street, Raleigh, North Carolina**

- I. Call to Order**
- II. Approval of Agenda**
- III. Staff Report**
 - A. Preservation Celebration, May 3, Good Hope Baptist Church
 - B. Other
- IV. Other Business**
- V. Chair's Report**
- VI. Adjourn**

DRAFT AGENDA

**Wake County Historic Preservation Commission
DESIGNATION COMMITTEE
Tuesday, March 10, 2026 – 3:30 PM
Room 2800 – Wake County Justice Center
301 S. McDowell Street, Raleigh, North Carolina**

- I. Call to Order**
- II. Approval of March 10, 2026 Agenda**
- III. Staff Report**
 - A. Principles & Standards Update
 - B. Preservation Fund 2025/2026
 - C. Other
- IV. Other Business**
- V. Chair's Report**
- VI. Adjourn**

DRAFT MINUTES

**Wake County Historic Preservation Commission
Tuesday, February 10, 2026 – 3:30 PM Room 2800 – Wake County Justice Center
301 S. McDowell Street, Raleigh, North Carolina**

Members Present (7): Mr. Ed Morris (Chair), Ms. Suzanne Prince, Ms. Peggy Beach, Mr. Nathan Guerin, Ms. Karen Padgett, Ms. Judy Bass, Mr. John McDougall

Members Absent (5): Mr. Brendan Feters, Mr. Tom Carrigan, Mr. Dan Turner, Mr. Jeff Hastings (Vice-Chair), Ms. Stephanie Ashworth

Staff (3): Mr. Gary Roth and Mr. Jeremy Bradham, Capital Area Preservation, Inc. (CAP) Ms. Terry Nolan, Wake County Planning and Development Services Division

1. Call to Order/ Roll Call

Mr. Morris called the meeting to order at 3:32pm and welcomed newly appointed commission member Mr. John McDougall. Commission members introduced themselves and welcomed Mr. McDougall to the Wake County Historic Preservation Commission.

2. Approval of February 10, 2026 Agenda

Approved as submitted.

3. Approval of November 18, 2025 Minutes

Approved as submitted.

4. Principles and Standards Draft Review and Discussion w/Consultants Katie Cook & Cassandra Talley, Loggia, LLC

Ms. Katie Cook provided an overview of the current draft of the Wake County Historic Preservation Design Guidelines. She noted that the final deliverable is due March 31, 2026, and requested that commission members submit comments by February 27 to allow time for consolidation of commission, staff, and State Historic Preservation Office feedback.

Ms. Cook reviewed the structure of the draft document, explaining that it is intended primarily as a digital publication with a hyperlinked table of contents and internal navigation features. The document includes introductory sections, keywords and acronyms, a list of locally designated properties, architectural styles, Wake County preservation standards, supporting preservation guidance, design standards, and appendices with technical resources and National Park Service references.

She explained that each design standards section is formatted in a two-page layout, with general guidance on the left page and specific numbered standards on the right page. This structure simplifies citation of standards in staff reports and motions.

Commission members discussed the intended audience for the document, noting that while commissioners are familiar with preservation principles, the document must also

function as a clear and accessible guide for landmark property owners, including new owners unfamiliar with preservation requirements.

Discussion of the Term “Feasible”

A significant portion of the discussion focused on the repeated use of the term “feasible” within the draft document.

Mr. Roth reported that the term appears numerous times throughout the draft and has generated concern due to its ambiguity. Commission members expressed that the phrase “whenever feasible,” particularly in standards addressing preservation and repair, may introduce unnecessary subjectivity and could be interpreted to include financial considerations.

The commission discussed a specific example from the fences and walls section: “Historic fences and walls must be preserved and repaired whenever feasible. Removal of repairable historic fences or walls is not appropriate.”

Members noted that the second sentence is clear and enforceable, while the phrase “whenever feasible” may weaken the first sentence. Several commissioners expressed concern that the word could be used to justify replacement based on cost or convenience rather than true physical deterioration.

Discussion included whether to:

- Remove the term “feasible” entirely;
- Replace it with alternative wording such as “when necessary” or “when required”; or
- Rely on existing language regarding deterioration thresholds.

Mr. Roth noted that the intent was to allow flexibility in extreme cases, such as when a feature is largely deteriorated, but acknowledged that the term may be overly broad. Commissioners emphasized the importance of maintaining a clear hierarchy of preservation treatment: preserve, maintain, repair, and replace.

Several members expressed support for strengthening language around maintenance obligations, noting that routine maintenance can prevent future repair or replacement.

The commission discussed the importance of distinguishing between:

- Routine maintenance,
- Proper repair of historic materials, and
- Full replacement when deterioration is extensive.

It was further noted that while preservation standards must allow case-by-case review, overly flexible language may create inconsistent interpretation. Commission members agreed that the term “feasible” warrants further review and potential revision throughout the document.

Alternative Materials and Burden of Proof

Commission members discussed the section addressing alternative materials. It was noted that the draft allows for alternative materials under limited circumstances and establishes a high threshold requiring visual equivalency and compatibility in scale, material, and overall character.

Mr. Roth reported that some communities allow alternative materials within their guidelines but rarely approve them in practice, placing the burden of proof on the applicant. Commission members emphasized that even with permissive language, the commission retains discretion in determining compatibility. The discussion reinforced that applicants bear the responsibility of demonstrating that proposed materials meet the standards and do not diminish the historic character of the landmark.

Photographs and Captions

Mr. Roth reported that many photographs included in the draft were taken during inclement weather and that updated photographs will be taken under improved conditions. Captions will be revised accordingly, and placeholder images will be replaced prior to final submission.

Commission members were encouraged to report any broken hyperlinks within the document and to suggest additional illustrative examples where appropriate.

5. Staff Report

- A. Reappointments to the WCHPC: Mr. Roth reported that the vacant commission seat has been filled and welcomed Mr. John McDougall to the Wake County Historic Preservation Commission. He further reported that five additional commission members were reappointed by the Board of Commissioners to continue serving on the WCHPC.
- B. Preservation Celebration May 3, 2026 – Good Hope Baptist Church, Shotwell: Mr. Roth reported that planning continues for the Wake County Preservation Celebration scheduled for May 3, 2026, at Good Hope Baptist Church. Coordination with church representatives and event planning stakeholders is ongoing. Mr. Bradham stated that he will coordinate a site visit and meeting with church representatives in preparation for the event.
- C. Potential Landmark/Roadside Marker Candidates: Mr. Roth discussed two strong historic marker candidates: Panther Branch Rosenwald School and Lake Myra. He noted that the Panther Branch Rosenwald School has significant school and church history and that placement of a marker on church property would avoid Department of Transportation permitting complications. He also noted that the Lake Myra site includes the historic dam and mill remnants, a historic store, proximity to a county park, all part of the National Register Historic District there, as well as historical associations with baptisms at Good Hope Baptist Church. A strong landmark candidate is the Utley-Horton Farm in New Hill, which is currently being rehabilitated by CAP, which owns the property.
- D. CLG Training: Mr. Roth reported that upcoming Certified Local Government training opportunities will be shared with commission members as dates become available. Participation is required to maintain compliance with CLG requirements.
- E. Principles and Standards Public Engagement Meeting: Mr. Roth reported that public engagement for the draft Design Guidelines will include both an in-person meeting and an online session in March, followed by the required public hearing prior to final adoption. County staff will post the draft document to the appropriate shared location and circulate a public comment form or designated email address to collect page-specific feedback.

6. Old Business: None.

7. New Business: None.

8. Other Business: None.

9. Chair's Report: Mr. Morris encouraged commission members to submit written comments on the Wake County Principles and Standards draft prior to the February 27 deadline to ensure timely incorporation before final submission.

10. Adjourned: Hearing no objection, the meeting was adjourned at 5:12pm.

Jeremy Bradham
Secretary