

DRAFT AGENDA

**Wake County Historic Preservation Commission
Monthly Meeting
Tuesday, April 8, 2025 – 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 April 8, 2025 Agenda**
- III. Approval of March 11, 2025 Minutes**
- IV. Public Hearing for a Certificate of Appropriateness (CA-03-25)**
 - Owners: Jeff & Carolyn Walters
 - Landmark: Harward House
 - Location: 215 East Chatham Street, Apex
 - Jurisdiction: Apex
 - The applicant is requesting a Certificate of Appropriateness for the construction of an in-ground pool, pool fence, and outdoor fireplace
- V. Public Hearing for a Certificate of Appropriateness (CA-04-25)**
 - Owners: Patricia O'Neill
 - Landmark: John & Nancy Strain House
 - Location: 8536 Lake Wheeler Road, Raleigh
 - Jurisdiction: Fuquay-Varina
 - The applicant is requesting a Certificate of Appropriateness for the construction of a 222 sq. ft. one-story addition and 721 sq. ft. second story addition over the existing one-story rear wing of the house, with fencing, a patio, and landscape improvements.
- VI. Public Hearing for a Certificate of Appropriateness (CA-05-25)**
 - Owners: Graham & Kim Shirley
 - Landmark: Baucom-Olive House
 - Location: 206 South Salem Street, Apex
 - Jurisdiction: Apex
 - The applicant is requesting a Certificate of Appropriateness for the relocation of an accessory structure on the property
- VII. Staff Report**
 - A. Good Hope Baptist Church
 - B. Principles and Standards Update
 - C. FY25 CLG Training Requirements
 - D. Other
- VIII. Old Business**

- IX. New Business**
- X. Other Business**
- XI. Chair's Report**
- XII. Adjourn**

DRAFT AGENDA

**Wake County Historic Preservation Commission
DESIGNATION COMMITTEE
Tuesday, April 8, 2025 – 3:00 PM
Room 2800 – Wake County Justice Center
301 S. McDowell Street, Raleigh, North Carolina**

- I. Call to Order**
- II. Approval of April 8, 2025 Agenda**
- III. Staff Report**
 - A. Good Hope Baptist Church
 - B. Shotwell Community Roadside Marker, Wake County
 - C. Wendell American Legion Post #148, Wendell
 - D. Principles & Standards Update
 - E. Other
- IV. Other Business**
- V. Chair's Report**
- VI. Adjourn**

DRAFT MINUTES

**Wake County Historic Preservation Commission
Tuesday, March 11, 2025 – 3:30 PM Room 2800 – Wake County Justice Center
301 S. McDowell Street, Raleigh, North Carolina**

Members Present (7): Mr. Ed Morris (Chair), Mr. Jeff Hastings (Vice Chair), Ms. Camille Morrissey, Ms. Karen Padgett, Mr. Tom Carrigan, Ms. Lonnelle Williams, Mr. Dan Turner, Mr. Brendan Feters

Members Absent (5): Ms. Suzanne Prince, Ms. Stephanie Ashworth, Ms. Peggy Beach, Mr. Nathan Guerin, Mr. Tom Carrigan

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 3:30pm.

2. Approval of Agenda

Approved as submitted.

3. Approval of Minutes

Mr. Bradham stated that under C in the Staff Report, that date has been corrected from 2024 to 2025. Upon a motion by Ms. Padgett and a second by Mr. Turner, the minutes were approved as amended.

4. Public Hearing for a Certificate of Appropriateness (CA-02-25)

Owners: Matthew & Kelsey Roper

Landmark: Alsey Thomas Olive House

Location: 2708 Olive Chapel Road, Apex

Jurisdiction: Apex

The applicant is requesting a Certificate of Appropriateness for the construction of a 12 x 10 cedar shed

Mr. Morris began by summarizing the public hearing procedures.

(<https://www.wake.gov/departments-government/board-commissioners/meetings-schedules-materials/meeting-procedures>)

Mr. Morris swore in Mr. Bradham. Mr. Bradham presented a PowerPoint summarizing the application. During the presentation, Mr. Bradham provided the following relevant *Principles and Standards* for the proposed work:

New Construction & Additions

4.4.2. Introduce new outbuildings and accessory buildings, if necessary, that are compatible with the historic character of the primary historic building, any contributing secondary buildings, and the site. Consider compatibility of a proposed structure in terms of location, form, roof shape, height, size, scale,

*Copies of any of the designation reports and other information regarding agenda items available by calling 833-6404 or e-mailing info@cappresinc.org

materials, detail, and finish. Introduce simple, utilitarian structures, if needed, only in locations that will not diminish the overall historic character of the landmark building and site.

4.4.3. Locate new outbuildings and accessory buildings carefully to maintain the overall visual and spatial character of the landmark site. Consider the relationship to the primary landmark building and any accessory structures in terms of setback, spacing, and orientation. It is not appropriate to introduce a new outbuilding or accessory structure in a location that will require the removal of a significant site feature, planting, or building element.

4.4.4. Avoid damage to significant site features, including archaeological resources and mature trees, by limiting excavation and grading related to the new construction work. Protect such site features from damage due to the use of heavy equipment or other construction-related activities as well.

4.4.5. Design new secondary buildings to be compatible with but differentiated from the primary historic building and any historic secondary buildings on the site. It is not appropriate to attempt to make a new secondary building duplicate a historic secondary building unless an accurate reconstruction is undertaken.

Following the presentation, staff recommended approval of the application. Mr. Morris asked if the commission had any questions for staff. There were none.

Mr. Morris asked if there was anyone to speak for or against the application. Hearing none, Mr. Morris closed the public hearing.

With no discussion, Ms. Morrissey offered the following motion:

"I move that the WCHPC find and conclude that the addition of a 12' x 10' cedar shed in the northern portion of the property at the Alsey Thomas Olive House is in accordance with the following Wake County Principles and Standards for New Construction & Additions as fully read into the record by staff:

4.4.2

4.4.3

4.4.4

4.4.5

Findings and Conclusions:

- 1) The new shed will be entirely constructed of cedar, contain no windows, and will be compatible with the historic character of the primary historic building and the site**
- 2) The new shed will be 10' x 12' and located in an area away from the primary historic building and maintain the overall visual and spatial character of the landmark site**
- 3) The new shed's location, form, roof shape, height, size, scale, materials, detail, and finish are compatible with the landmark site."**

Upon a second by Mr. Turner and with no discussion, the motion passed unanimously.

Ms. Morrissey offered the following motion: "Based on the preceding findings and conclusions derived from the relevant Wake County Principles and Standards, I move

that the Commission grant a Certificate of Appropriateness for the addition of a 12' x 10' cedar shed in the northern portion of the property at the Alsey Thomas Olive House."

Upon a second by Ms. Padgett and with no discussion, the motion passed unanimously.

5. Staff Report

- A. Good Hope Baptist Church WCBOC Public Hearing, March 17: Mr. Roth stated that the WCBOC public hearing to considering designation of the Good Hope Baptist Church will be held next Monday, March 17. Mr. Bradham will give the presentation to the WCBOC, and Mr. Hastings will attend to give the WCHPC recommendation.
- B. Principles and Standards Update: Mr. Roth reported that four submissions to the RFP were made to the County. The County has appointed a committee that includes Mr. Roth, Mr. Bradham, Ms. Nolan, and Ms. Coates from Wake County. The committee will be reviewing the submissions over the next two weeks and make a recommendation, with the ultimate decision being made by March 24th. The contract process with the consultant will then follow. The entire project needs to be completed by February 28, 2026, and there will be a large amount of engagement during the entire process. The consultant chosen will be meeting with the commission early in the process to get some input for the direction of the project. Once the new Principles and Standards have been developed in draft form, the landmark owners will be invited to a meeting to provide feedback and ask any questions, which will in turn facilitate more back and forth communication between the consultant and the commission. Ultimately a public hearing will be held before this commission, which will be an extensive lengthy meeting. By that time, the commission will have a good sense of the new set of Principles and Standards, and this will be time for the public to comment. As Staff articulated in the grant submission, there needs to be more attention to sustainability, disaster preparedness, and alternative materials, all of which is lacking in the current Principles and Standards. It has been more than fourteen years since the last update. Furthermore, the current set of Principles and Standards are severely lacking with illustrations that might help landmark owners get an idea of what is or is not appropriate. In the end, this is going to be a large endeavor and time-consuming project.

QUERY: Mr. Morris asked about the timeline for the project. Mr. Roth stated that the consultant will develop the timeline, which can be worked out with both the commission and County staff. Mr. Morris also asked if the public hearing would be in the evening. Mr. Roth said that the public meeting with the landmark owners that kicked off the project fourteen years ago was held in the evening, so that will likely be the case this time as well. The public hearing will be at a regular commission meeting towards the end of the project like last time as well.

- C. FY25 CLG Training Requirements: Mr. Roth stated that most of this was discussed at the January meeting but reiterated two commission members and at least one staff member must attend an in-person training session to fulfill CLG training requirements. The deadline to attend a training session is September 30, 2025. Staff have already attended staff training hosted by SHPO back in November 2024. In lieu of in-person training, commission members can also watch three training videos and provide summaries to SHPO staff. A great source of these training videos come from NAPC, and most commission members are members of NAPC through the Summer. Staff sent out an NAPC training coming up on March 27 concerning deconstruction vs. demolition, and Mr. Roth encouraged commission members to sign up for that session. There are also possible opportunities for in-person training

sessions in the area in the coming months. Mr. Roth noted that this commission has always completed more than the minimum requirement for CLG training, so he encouraged members to take advantage of all of the training videos and submit the summaries to SHPO after watching them.

QUERY: Mr. Morris asked if participants must preregister for the NAPC training video. Mr. Roth confirmed that the email Staff sent out has the details for registration, which is free of charge for all NAPC members.

D. Minor Works COA Approvals: Mr. Bradham presented one minor work COA that was approved by staff:

CA-03-25 – Alsey Thomas Olive House, Apex: Staff approved installation of invisible storm windows throughout the house

N.B. Mr. Roth noted that the deadlines for major work COA submissions are important, as Staff often must request modifications or more information, and the deadline is only for completed applications. There will be numerous major work COAs coming before the commission in the coming months that have been in the works for quite some time.

6. Old Business: None.

7. New Business: Mr. Morris stated that someone needs to step up and take Ms. Morrissey's spot as committee chair for the 2026 Preservation Celebration next May, as she will be moving back to Kentucky after more than 30 years of service on this commission. She has been invaluable to planning and coordinating the event for so many years. Ms. Morrissey thanked Mr. Morris and confirmed that she is working on a booklet with all of the necessary planning information for the event.

8. Other Business: Ms. Nolan stated that the public hearing before the WCBOC next Monday will be the first public hearing on the agenda. The church members are very proud of their designation and are already working on scheduling an event and presentation at the church. Staff will be working with church Staff to plan something around the Preservation Celebration in May 2026.

N.B. Mr. Roth stated that Good Hope Baptist Church would be a wonderful place for the Preservation Celebration and a way to involve all the church members there on site.

N.B. Mr. Hastings brought up the Thompson-Utley-Fletcher-Tunstall House in Apex and provided the history of the Town's purchase of the property in the 1990s under the condition that they retain and preserve the house, which is part of the Town Hall campus. The Apex Historical Society has been advocating for its restoration for more than two decades now. In 2024, \$1.7 million was appropriated by the Town Council for the restoration of the house, but now the Mayor of Apex has posted on social media lobbying for the construction of new baseball fields at Pleasant Park and using those appropriated funds to pay for these new fields. Mr. Hastings stated that he would like to be the spokesperson for this commission to say that the commission supports its restoration. This commission reviewed a very thorough major work COA application for this project last year, and the commission wants to see it carried out. As of right now, it sounds like the project is going back out to bidding with a focus for a phased project, with the first phase being the exterior and the second phase being the interior. This allows for those who specialize in exterior to bid on the first phase and those who specialize on the interior to bid on the second phase.

QUERY: Ms. Morrissey asked how the building will be utilized. Mr. Hastings noted that the Town does not have a plan for its use, but the issue right now is the second floor and ADA accessibility. This is the perfect building for a meeting space for the Town of Apex.

9. Chair's Report: Mr. Morris said he will be on his first vacation in five years and not be able to attend the meeting next month.

11. Adjourned: Hearing no objection, the meeting was adjourned at 4:15pm

Jeremy Bradham
Secretary